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INVENTORY OF  
FEDERAL ARCHIVES  
IN THE STATES

SERIES XI  
THE DEPARTMENT OF LABOR  
NO. 20  
MASSACHUSETTS

NATIONAL ARCHIVES PROJECT  
WORKS PROGRESS ADMINISTRATION



INVENTORY OF FEDERAL ARCHIVES IN THE STATES

Prepared by

The Survey of Federal Archives  
Division of Women's and Professional Projects  
Works Progress Administration

The National Archives  
Cooperating Sponsor

SERIES XI. THE DEPARTMENT OF LABOR

NO. 20. MASSACHUSETTS

Boston, Massachusetts  
The National Archives Project  
1939



## The Survey of Federal Archives

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## PREFACE

The Inventory of Federal Archives in the States is one of the products of the work of the Survey of Federal Archives, which operated as a nation-wide project of the Works Progress Administration from January 1, 1936 to June 30, 1937, and has been continued in Massachusetts since that date as a state project of that Administration.

The plan for the organization of the Inventory is as follows: Series I consists of reports on the administration of the Survey, acknowledgments, and general discussions of the location, condition, and content of federal archives in the states. Succeeding series contain the detailed information secured by workers of the Survey, in inventory form, a separate series number being assigned to each of the executive departments (except the Department of State) and other major units of the Federal Government. Within each series No. 1 is a general introduction to the field organization and records of the governmental agency concerned; the succeeding numbers contain the inventory proper, separate numbers being assigned to each state in alphabetical order. Thus, in each series, the inventory for Alabama is No. 2, that for Arizona No. 3, that for Arkansas No. 4, etc.

For each local office information regarding each series, or unit of related records, is presented in the following order: title, inclusive dates ("to date" indicating an open file at the time the information was secured), general description of informational content, description of the system of filing or indexing (if any), a statement of frequency and purpose of use, form of the record itself (bound volumes, sheets in folders, etc.), linear footage, description of the containers, physical condition of the records (not stated if satisfactory), location by room number or other identifying information, and finally, the number of the Form 58SA on which this information was originally recorded by a Survey worker and from which it was abstracted for the Inventory. This form is on file in The National Archives. When it contains substantial information on addenda sheets which has not been included in the mimeographed abstract, indication of this is given by use of the reference "See addenda."

In Massachusetts the work of the Survey has been under the direction of Mr. J. W. McElroy. This Inventory of the records of the Department of Labor in Massachusetts was prepared in the Boston office of the Survey and was edited before final typing by Miss Elizabeth Edwards of the Washington office.

J. W. McElroy  
Formerly Regional Director of  
The Survey of Federal Archives  
and Supervisor of The National  
Archives Project in Massachusetts

Boston, Massachusetts  
February 6, 1939





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IMMIGRATION AND NATURALIZATION SERVICE

THE UNIVERSITY OF CHICAGO

IMMIGRATION AND NATURALIZATION SERVICE

BOSTON

FIELD SERVICE BRANCH, DISTRICT 2  
OFFICE OF THE DISTRICT COMMISSIONER

- (A) Post Office and Court House Bldg., Post Office Sq.
- (B) Immigration Station, 287 Marginal St., East Boston

In 1890 an immigration station was established at Long wharf, Boston, to succeed an immigration office operated by the Commonwealth of Massachusetts, which had been in existence many years. Part of the station's staff which was concerned with Chinese immigration, occupied an office at 15 India Street. This office and its successors continued to occupy these quarters until 1921, serving from 1890 to 1903 under the Superintendent of Immigration, Treasury Department; from 1903 to 1906 under the Bureau of Immigration, Department of Commerce and Labor; and from 1906 to the present date under Immigration Bureaus, Services, and Departments as outlined below. In 1921 its offices were transferred to a building located in East Boston, which had been erected for the needs of this Service. In August 1933 upon the consolidation of the Immigration and Naturalization Bureaus all activities of this station were placed under the control and direction of the district commissioner. From the date of its establishment in 1890 most of its records are intact and are reported herein.

The immigration branch of this agency, in effect the successor of a Federal immigration station established in 1890, maintains its offices in a Government-owned building in East Boston. Its jurisdiction covers the entire states of Massachusetts, Rhode Island, and Connecticut; the greater part of Maine and New Hampshire; and two counties in Vermont. It also maintains a station for pre-examination in Yarmouth, Nova Scotia.

The district commissioner's headquarters are located in the Post Office and Court House Building. Serving under the district commissioner, the district director, with a staff of inspectors, examiners, interpreters, and clerks at the East Boston offices, supervises immigration activities of the agency; and an assistant district director with a similar staff at the main Boston offices supervises all naturalization activities.

To supervise naturalization work in specific courts designated by an act of Congress, approved June 29, 1906, this office was established in Boston shortly after the passage of that act. It functioned as a unit of the Bureau of Immigration and Naturalization under the Department of Commerce and Labor until 1913. By act of Congress, approved March 4, 1913 the Department of Labor was created and the Immigration and Naturalization Services were separated and transferred to this new Department. On August 10, 1933, the Bureau of Immigration and the Bureau of Naturalization were consolidated and became known as the Immigration and Naturalization Service.

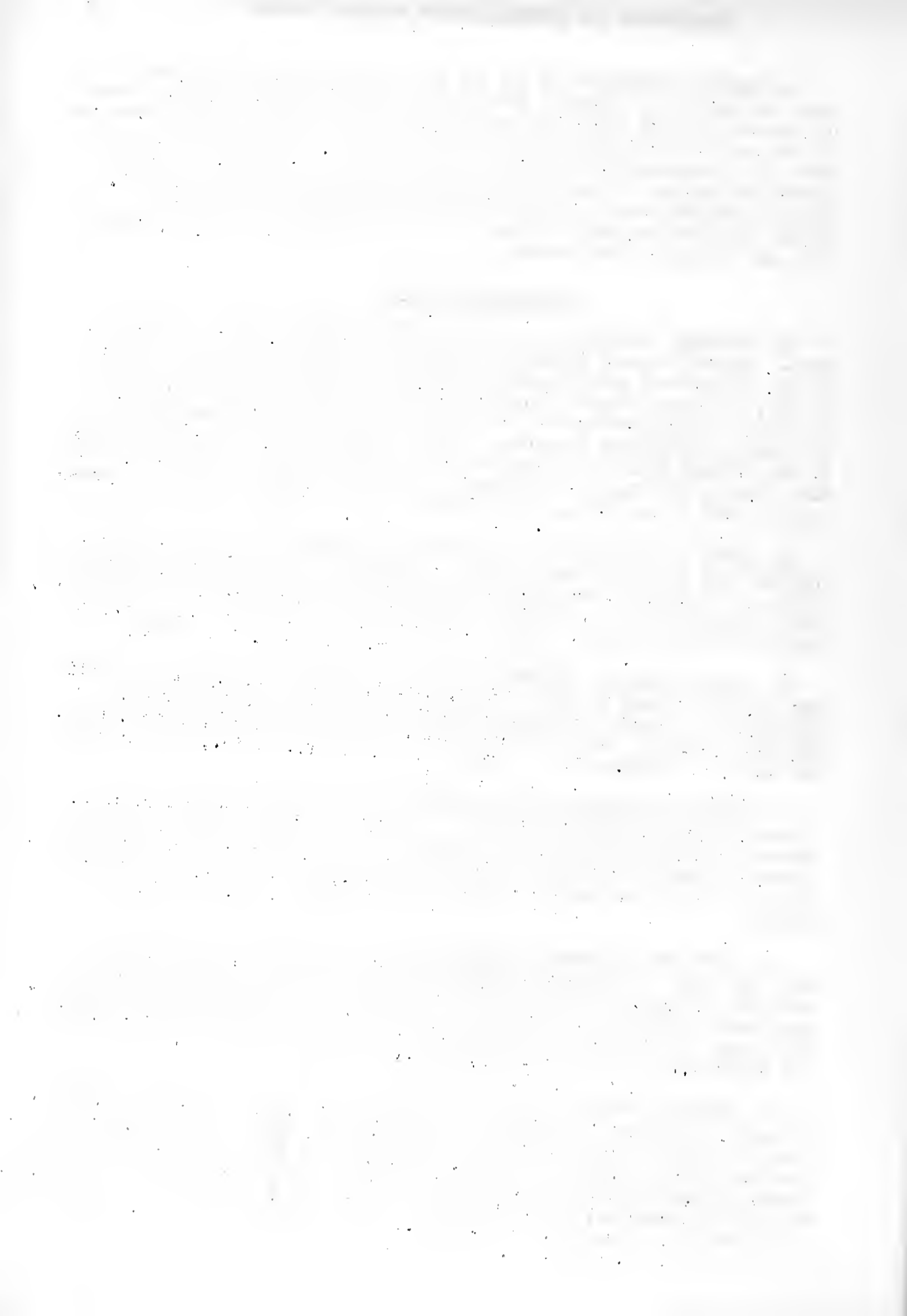




Originally established in the old Post Office Building and later moved to quarters in Young's Hotel, offices of the naturalization branch of this agency have since 1933 been maintained in their present location in the new Post Office and Court House Building. The district over which the naturalization branch has jurisdiction is comprised of the entire New England states and two counties in the state of New York. There are suboffices in Gloucester and New Bedford, Massachusetts; Bangor and Portland, Maine; Providence, Rhode Island; Hartford, Connecticut; and Yarmouth, Nova Scotia.

### Immigration Branch

1. RICHFORD, VERMONT AND BOSTON CHINESE RECORDS, Sept. 3, 1890 to date. General records concerning Chinese and relating to such matters as the issuance of certificates, appearances before commissioners and courts, decisions, orders, instructions, and investigations; also, case histories of Chinese admitted to this country at the Richford border and Boston immigration stations. Filed numerically. 3 x 5 card index, 90 ft. (Older records, seldom; current records, daily, official.) 8 x 10½ folders, 324 ft., in 36 drawers of wooden filing cases and 132 drawers of metal filing cases. R. 35 (Bldg. B). (1180)
2. LISTS OF PASSENGERS ON INCOMING AND OUTGOING SHIPS FROM PORT OF BOSTON, Jan. 1, 1891 - Dec. 1, 1919. Showing names of ships, destinations, nationalities, occupations of passengers, and related information. Filed chronologically. (Seldom, official.) 16 x 24 vols., 7 in., on open metal shelf. File Room, 1st floor, NW. (Bldg. B). (1426)
3. ALIEN PASSENGER MANIFESTS, Aug. 1, 1891 to date. Lists of alien passengers arriving at ports of Boston, New Bedford, Gloucester, and Providence. Entered chronologically. 3 x 5 card index, 609 ft. 6 in. (Daily, official.) 17 x 25 vols. (724), 150 ft. 10 in., on 9 open metal shelves. R. 7 (Bldg. B). (1508).
4. CHINESE DIVISION CORRESPONDENCE, July 1, 1896 - Aug. 9, 1905. General correspondence pertaining to Chinese, and especially as to entrances and departures from the United States. Entered chronologically. Index. (Seldom, official.) 9½ x 13 vols., 4 ft. 3 in., in 4 drawers of metal filing case and on 4 open metal shelves. R. 35 (Bldg. B). (1302)
5. SHIPS AND PASSENGERS ENTERING PORT OF BOSTON, July 1, 1898 - June 30, 1928. Statistics showing number and names of ships entering the port of Boston, number of passengers, and classification of passengers by destination and nationality. Entered chronologically. (Seldom, official.) 9 x 14 vols. (6), 6 in., on open metal shelf. File Room, 1st floor, NW. (Bldg. B). (1421)
6. BOARD OF SPECIAL INQUIRY HEARINGS, Oct. 1, 1898 - Apr. 1, 1918. Minutes of hearings to determine admittance, release on bond, or deportation of aliens, showing names, ages, sexes, nationalities, health, occupations, prison records, and other information concerning aliens. Arranged chronologically. (Frequently, official.) 9 x 11½ loose-leaf books and 8½ x 11½ bundles, 68 ft. 3 in., on 3 open metal shelves. File Room, 1st floor, NW. (Bldg. B). (1419)



7. PASSENGER LISTS, Apr. 1899 to date. Incoming passenger list for port of Boston submitted by steamship companies. Arranged chronologically. (Daily, official.) 6 x 9 $\frac{1}{2}$  loose-leaf books and bundles, 72 ft. 4 in., on 4 open metal shelves. R. 7 (Bldg. B). (1504)

8. LEAVE REPORTS OF EMPLOYEES, Jan. 1, 1900 to date. Concerning annual and sick leaves, showing periods of leave desired and days absent because of sickness during current year. Filed alphabetically. (Yearly, official.) 9 $\frac{1}{2}$  x 11 $\frac{3}{4}$  loose papers, 4 ft., on 2 open metal shelves. File Room, 1st floor, NW. (Bldg. B). (1183)

9. GENERAL CORRESPONDENCE AND REPORTS, Jan. 1, 1900 to date. Regarding Chinese, including such subjects as their mode of living and ability to earn a livelihood, their characters, testimonials, and criminal records. Filed numerically. Card index, 35 ft. 6 in. (Daily, official.) Various sized vols., folders, envelopes, and loose sheets, 726 ft. 2 in., in 32 drawers of wooden filing cases and 91 drawers of metal filing cases, in 8 wooden boxes, and on 19 open metal shelves. Rs. 4, 12, and File Room, 1st floor, NW. (Bldg. B). (1621)

10. ALIEN, COMMUNIST, AND ANARCHIST SUSPECTS, Jan. 1, 1901 - July 1, 1910. Reports on the movements of undesirable aliens suspected of plotting the overthrow of this Government. Filed chronologically and alphabetically. (Yearly, official.) 3 x 5 cards, 12 ft. 9 $\frac{1}{2}$  in., in 10 cardboard drawers. File Room, 1st floor, NW. (Bldg. B). (1410)

11. CHINESE RECORDS OF ARRIVAL, Jan. 16, 1903 to date. Records of the arrival of Chinese showing names of ships, dates of arrival; names, descriptions, points of origin and destination of immigrants; and actions taken by immigration officials. Filed chronologically. (Daily, official.) 5 x 8 note books, 15 x 16 vols., and 14 x 17 loose-leaf books, and folders, 13 ft. 8 in., in large metal filing case cabinet. R. 35 (Bldg. B). (1179)

12. REGISTER OF DETAINED ALIENS, Mar. 1, 1904 - Sept. 1, 1921. Register of aliens awaiting deportation or detained for investigation, showing names, ages, sexes, races, dates admitted and discharged, number of meals furnished, etc. Entered chronologically. (Monthly, official.) 13 x 16 vols., 2 ft. 1 in., on open metal shelf. File Room, 1st floor, NW. (Bldg. B). (1423)

13. CASE AND INFORMATION CARDS, Jan. 1, 1905 to date. Showing names, case numbers, and pertinent information concerning Chinese applicants for entry into the United States; older cards also contain information on Chinese merchants and laborers, office supplies, personnel, instructions, manifests, and many other subjects. Filed by subject. 8 $\frac{1}{2}$  x 14 index, 4 in. (Older records, seldom; later records, frequently, official.) 5 x 8 cards, 3 ft. 3 in., in 4 drawers of wooden card cabinet. R. 35 (Bldg. B). (1304)

The first part of the paper discusses the importance of the study of the history of the United States. It is argued that a knowledge of the past is essential for a full understanding of the present. The author then goes on to discuss the various factors which have shaped the development of the United States, including the influence of the British, the Spanish, and the French. The paper concludes by stating that the study of the history of the United States is a task of great importance and one which should be undertaken by all who are interested in the country.

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14. CHINESE RECORDS, June 18, 1905 to date. Case histories of Chinese immigrants, including number of persons in families, their names, descriptions, occupations, and other pertinent information. Entered chronologically. (Daily, official.) 9 x 15 vols. (17), and 8 x 10 $\frac{1}{2}$  note books, 2 ft. 10 in., in metal filing cabinet. R. 35 (Bldg. B). (1425)
15. ALIENS REFUSED ADMISSION, Sept. 1, 1905 - Dec. 30, 1916. Form 528 giving alien's description, case number, port of embarkation, date of arrival, and reason for deportation. Entered chronologically. (Monthly, official.) 14 x 18 vols., 8 in., on open metal shelf. File Room, 1st floor, NW. (Bldg. B). (1418)
16. OLD CHINESE RECORDS, Nov. 1, 1905 - June 30, 1909. Miscellaneous records and reports; also, case histories of Chinese detained at Richford, Vermont border station, prior to admittance at Boston. (Yearly, official.) 20 x 30 bundles, 1 ft. 3 in., in wooden box. Torn, scattered, bindings broken, ink faded. R. 35 (Bldg. B). (1184)
17. PASSENGER LISTS OF CERTAIN STEAMERS, Aug. 2, 1907 - June 30, 1928. Lists of passengers on steamers maintaining frequent service to and from the port of Boston. Entered chronologically. (Yearly, official.) 7 x 8 $\frac{1}{4}$  vols. (17), 1 ft. 2 in., on open metal shelf. File Room, 1st floor, NW. (Bldg. B). (1420)
18. HOSPITAL RECORDS, Jan. 1, 1909 - July 1, 1910. Clinical reports submitted by hospital authorities, of tests, examinations, and observations of immigrants suspected of having communicable diseases. Arranged chronologically. (Yearly, official.) 8 $\frac{1}{2}$  x 11 $\frac{1}{2}$  bundles, 4 ft. 2 $\frac{1}{2}$  in., on open metal shelf. File Room, 1st floor, NW. (Bldg. B). (1413)
19. ALIEN PASSENGER RECORD, Dec. 14, 1911 - Sept. 1, 1923. Lists submitted by shipmasters or their accredited agents showing names of vessels and alien passengers, ports of entry, and dates of arrival; useful for the purpose of replacing lost entry papers and the determination of dates of entry. Entered alphabetically. (Daily, official.) 11 x 15 vols. (2), 2 in., on open metal shelf. R. 7 (Bldg. B). (1422)
20. ALIEN CREW LISTS, May 1, 1917 to date. Filed geographically. and chronologically. (Daily, official.) 18 x 18 $\frac{1}{2}$  vols., 69 ft. 7 in., on 3 open metal shelves. File Room, 1st floor, NW. (Bldg. B). (1412)
21. RUSSIANS INVESTIGATED FOR DEPORTATION, July 7, 1917 to date. Case histories and investigators' reports on Russians suspected of deportable offenses. Filed chronologically. (Daily, official.) 8 x 10 $\frac{1}{2}$  folders, 1 ft. 6 in., in drawer of metal filing case. R. 5 (Bldg. B). (1539)
22. BOOKS OF LANDINGS, Jan. 1, 1918 to date. Containing lists of ships entering port of Boston and showing ports of origin and dates of arrival. Entered chronologically. (Daily, official.) 11 x 16 vols. (2), 1 ft. 7 $\frac{1}{2}$  in., on open metal shelf. R. 7 (Bldg. B). (1505)



23. SEAMEN'S IDENTIFICATION CARDS, May 22, 1918 - Nov. 11, 1921. Copies of identification cards furnished seamen giving personal descriptions, fingerprints, birthplaces, dates, vessels and dates of arrival. Filed alphabetically. (Yearly, official.)  $5\frac{1}{2} \times 6\frac{1}{4}$  loose sheets, 53 ft. 8 in., in 46 drawers of wooden filing cases. R. 8 (Bldg. B). (1537)

24. GENERAL CORRESPONDENCE, July 1, 1918 - July 1, 1922; July 1, 1930 - July 1, 1935; July 1, 1935 to date. Verification division correspondence concerning accuracy of information about immigrants. Arranged chronologically. (Older records, rarely; current records, daily, official.)  $8 \times 11$  folders,  $9 \times 11\frac{3}{4}$  vols., and  $9\frac{1}{2} \times 11$  bundles, 12 ft.  $11\frac{1}{2}$  in., in 4 drawers of metal filing case and on open metal shelf. R. 7 and File Room, 1st floor, NW. (Bldg. B). (1424, 1509)

25. PROOF OF ENTRY CERTIFICATES, June 3, 1920 to date. Sworn statements, accompanied by photographs of persons unable to produce entry papers, with descriptions, past and present residences, dates of arrival, registry numbers, etc. Filed alphabetically. (Daily, official.)  $4 \times 6$  cards, 4 ft.  $8\frac{1}{2}$  in., in 6 drawers of metal card cabinet. R. 7 (Bldg. B). (1507)

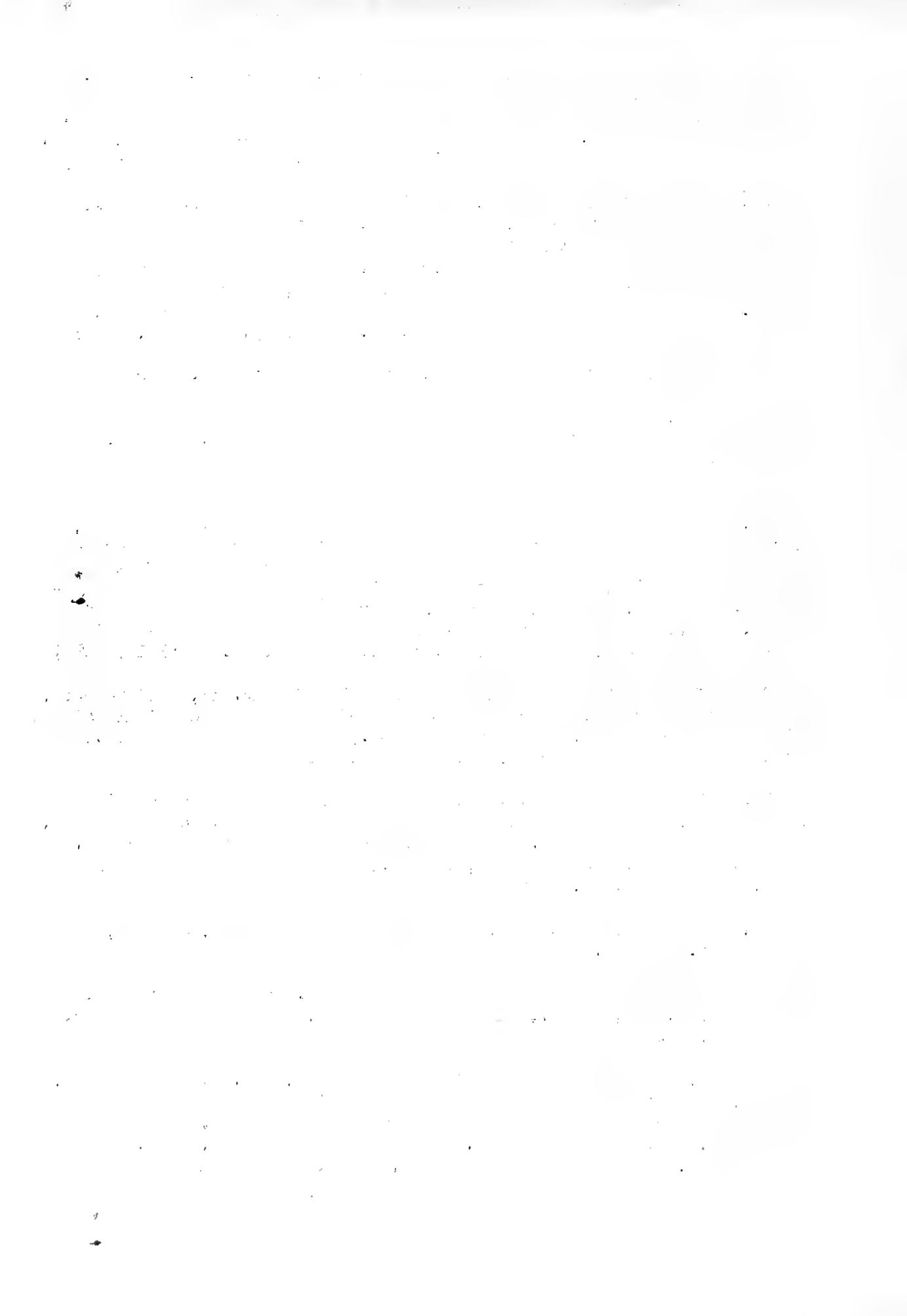
26. REPORTS OF CHANGES IN CREW, July 1, 1925 to date. Forms 688, submitted to immigration authorities by ships' masters, with descriptions and lists of seamen who deserted or were discharged, left in hospitals, or signed on at this port. Filed numerically and chronologically. Indexed. (Daily, official.)  $8 \times 10\frac{1}{2}$  loose sheets and folders, 27 ft. 4 in., on 3 open metal shelves and in 3 drawers of wooden file cabinet. File Room, 1st floor, NW. and R. 8 (Bldg. B). (1417, 1506)

27. GENERAL ORDERS ON IMMIGRATION OF CHINESE, Mar. 11, 1924 to date. Bulletins, memoranda, and correspondence relating to Chinese immigration. Filed chronologically. (Seldom, official.)  $8 \times 10\frac{1}{2}$  folders, 1 ft., in drawer of wooden filing case. R. 35 (Bldg. B). (1189)

28. DESERTING SEAMEN, July 1, 1924 to date. Typed cards showing names, ages, and descriptions of deserters from vessels, names of ships, and other pertinent facts. Filed chronologically and alphabetically. (Daily, official.)  $3 \times 5$  cards,  $10\frac{1}{2}$  in., in drawer of wooden filing case. R. 8 (Bldg. B). (1607)

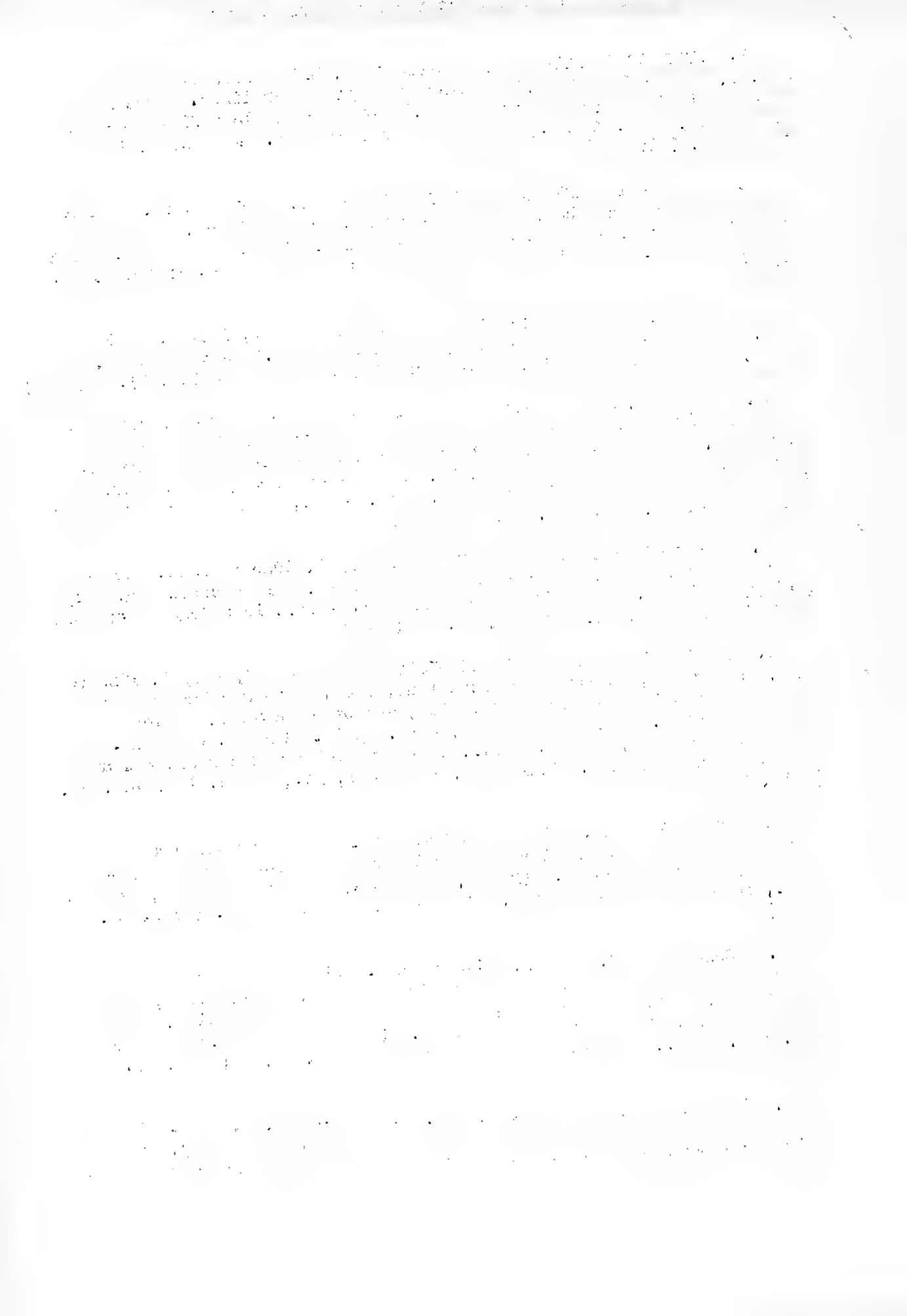
29. ALIEN DEPORTATION NOTICES TO STEAMSHIP COMPANIES, June 15, 1925 - Oct. 1, 1934. Notices to shipping companies that they must furnish free return transportation to aliens for whose illegal entry they were responsible. Entered chronologically. (Yearly, official.)  $9 \times 11\frac{3}{4}$  vols. (2),  $2\frac{1}{2}$  in., on open metal shelf. File Room, 1st floor, NW. (Bldg. B). (1416)

30. INVESTIGATIONS AND REPORTS OF INSPECTORS, Mar. 1, 1926 to date. Investigators' reports showing aliens interviewed and with brief resumes of cases and recommendations for their ultimate disposal. Filed alphabetically. (Weekly, official.)  $9 \times 11\frac{3}{4}$  folders, 4 ft. 2 in., on open metal shelf. File Room, 1st floor, NW. (Bldg. B). (1415)





31. OUTBOUND PASSENGERS TO CANADA ON VARIOUS STEAMSHIP LINES, Jan. 1, 1929 - June 30, 1934. Steamship passenger lists. Arranged chronologically. (Weekly, official.) 14 x 17 and 16 x 21 loose-leaf books (64), 9 ft. 10 in., on 3 open metal shelves. File Room, 1st floor, NW. (Bldg. B). (1181)
32. SPECIAL INQUIRY DETENTION CARDS, July 1, 1929 to date. Records of detained persons showing dates, charges, actions taken, and final dispositions of cases. Filed chronologically. (Daily, official.) 5 x 7 cards, 12 ft., in 6 drawers of wooden card cabinet. R. 15 (Bldg. B). (1287)
33. LISTS OF PERSONS ELIGIBLE FOR NATURALIZATION, July 1, 1929 to date. Entered chronologically. (Yearly, official.) 9 x 14 vols., 6 in., on open metal shelf. File Room, 1st floor, NW. (Bldg. B). (1182)
34. ACCOUNTS, July 1, 1929 to date. Covering head taxes, refunds, bills against steamship companies, and other financial items; also, contracts, leases, Comptrollers' decisions, and correspondence relating to accounts. Filed chronologically. 3 x 5 card index, 3 ft. 4 in. (Daily, official.) 8 x 10 $\frac{1}{2}$  folders, 6 ft. 9 in., in 4 drawers of wooden filing case. R. 15 (Bldg. B). (1409)
35. CORRESPONDENCE WITH SHIPMASTERS, July 1, 1929 to date. Relative to passengers, crews, deserters, and complaints. Filed chronologically. (Daily, official.) 9 $\frac{1}{2}$  x 12 envelopes, 3 ft. 4 in., in 2 drawers of wooden filing cabinet. R. 8 (Bldg. B). (1544)
36. INTENTIONS OF CANADIANS TO VISIT UNITED STATES, July 1, 1929 to date. Forms 521, submitted by Canadians, showing their addresses, purposes and durations of intended visits, and other details. Filed chronologically. 3 x 5 card index, 2 ft. 1 $\frac{1}{2}$  in. (Daily, official.) 4 x 6 loose papers, 135 ft. 5 in., in 155 pasteboard boxes and 6 drawers of wooden card cabinet. File Room, 1st floor, NW., and R. 15 (Bldg. B). (1414, 1286)
37. REGISTRY CASES, July 1, 1930 to date. Registration forms used to verify the entry of immigrants seeking citizenship. Filed alphabetically and numerically. (Daily, official.) 8 x 11 $\frac{1}{2}$  folders, 119 ft. 2 in., on 6 open metal shelves. File Room, 1st floor, NW. (Bldg. B). (1408)
38. LOOKOUT BOOKS, July 1, 1930 to date. Lists of aliens and citizens wanted by authorities showing their names and descriptions, by whom wanted, nature of offenses, and other related information. Entered alphabetically. 3 x 5 card index, 9 in. (Daily, official.) 6 $\frac{1}{2}$  x 9 vols. (4), 4 in., in drawer of wooden filing case. R. 8 (Bldg. B). (1407)
39. INDUSTRIAL INVESTIGATIONS, Jan. 1, 1932 - Jan. 1, 1934. Information concerning alien workers showing dates and ports of entry, their desire or intention to obtain citizenship papers and their occupations.



Arranged chronologically and numerically. (Never.)  $9\frac{1}{2}$  x  $11\frac{1}{2}$  bundles, 6 ft. 2 in., on open metal shelf. File Room, 1st floor, NW. (Bldg. B). (1411)

40. OUTBOUND PASSENGERS, July 1, 1934 to date. Steamship passenger lists submitted to immigration office within sixty days of sailing. Arranged chronologically. (Daily, official.)  $16\frac{1}{2}$  x 23 loose-leaf books, 3 ft. 10 in., on 2 open wooden shelves. R. 15 (Bldg. B). (1190)

41. ADMISSION APPLICATIONS, Jan. 1, 1936 to date. Requests by Chinese for admission to this country, with reports of inspectors' investigations. Filed alphabetically. (Seldom, official.) 8 x  $10\frac{1}{2}$  folders, 6 ft. 8 in., in 4 drawers of metal filing case. R. 35 (Bldg. B). (1303)

42. IDENTIFICATION PHOTOGRAPHS, Photographs of Chinese under the jurisdiction of this office. See addenda for details of use. Photographic prints (21, 285) in jackets. 4 x 6 card index. File Room. (P-11741).

43. IDENTIFICATION PHOTOGRAPHS. See addenda for explanation of procedure in arriving at volume. Photographic prints (15, 399), in jackets. Index. Torn, brittle. File Room. (P-11742)

#### Naturalization Branch

44. RESULTS OF COURT HEARINGS, Jan. 1, 1906 to date. Dated cards showing numbers of petitions heard with approximately eighty petitions listed on each card; the numbers of these petitions denied are underlined. Filed numerically. (Weekly, official.) 5 x 8 cards, 1 ft., in drawer of wooden card cabinet. R. 1005 (Bldg. A). (3021)

45. FIRST PETITIONS ACCEPTED, Oct. 1, 1906 - June 29, 1929. Petitions for citizenship which have been accepted for presentation at district court naturalization hearings. Filed geographically and numerically. (Daily, official.) 8 x 11 loose papers, 160 ft., in 80 drawers of steel filing cases. R. 1035 (Bldg. A). (2330)

46. PETITIONS DISMISSED, Oct. 1, 1906 - June 29, 1929. Record of court decisions dismissing aliens' petitions for citizenship, with reasons for action. Filed geographically. (Daily, official.) 5 x 8 cards, 15 ft., in 12 drawers of wooden card cabinet. R. 1035 (Bldg. A). (2226)

47. PENDING APPLICATIONS, Oct. 1, 1906 - July 1, 1929. Forms 2214, also related correspondence. Filed geographically. (Daily, official.) 9 x 12 folders, 56 ft., in 28 drawers of steel filing cases. R. 1035 (Bldg. A). (2080)

48. ARRANGEMENTS FOR HEARINGS, June 1, 1909 to date. Correspondence to and from clerks of courts concerning arrangements for citizenship hearings. Filed geographically. (Daily, official.) 8 x 11 loose papers, 1 ft., in drawer of steel filing case. R. 1035 (Bldg. A). (2687)



49. MEMORANDA, July 15, 1917 - June 30, 1923. Copies of rules and regulations governing the operation of this department. Filed chronologically. (Never.) 9 x 12 folders, 1 ft. 1 in., on open steel shelf. R. 1031 (Bldg. A). (2732)

50. GENERAL CORRESPONDENCE, Feb. 25, 1918 - Dec. 10, 1919. Commissioners' correspondence and reports concerning personnel, expenses, routine matters, and confidential information received. Filed chronologically. (Seldom, official.) 9 x 12 loose papers, 4 ft., in drawer of wooden filing cabinet. R. 1031 (Bldg. A). (2734)

51. MISCELLANEOUS CLOSED RECORDS, July 1, 1919 - July 1, 1935. Correspondence, reports, and data concerning closed records of various naturalization cases. Filed alphabetically. (Never.) 8 x 11 bundles, 26 ft. 3 in., in 26 bundles on floor. R. 1031 (Bldg. A). (2678)

52. WORLD WAR VETERANS' CASES, Feb. 1, 1920 - Jan. 31, 1928. Correspondence from veterans requesting information about how to become citizens. Filed alphabetically. (Never.) 8 x 11 loose papers, 2 ft., in drawer of wooden filing case. R. 1031 (Bldg. A). (3779)

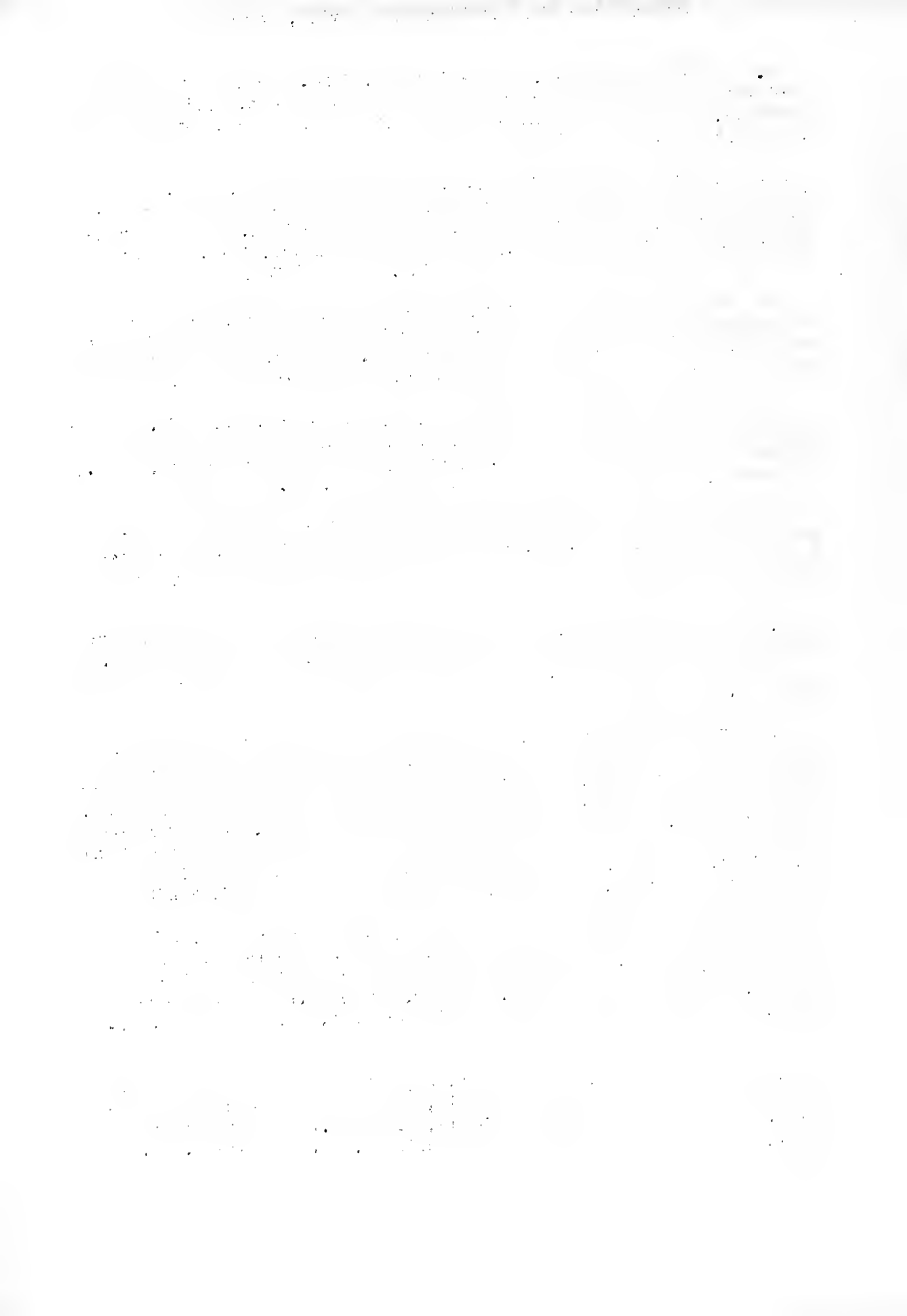
53. REPORTS ON NATURALIZATION ACTIVITIES, June 1, 1920 to date. Reports and correspondence. Filed chronologically. (Daily, official.) 9 x 12 loose papers, 2 ft., in drawer of metal filing cabinet. R. 1035 (Bldg. A). (2693)

54. REPATRIATION, Feb. 8, 1921 to date. Requests for repatriation and related correspondence. Filed alphabetically. (Daily, official.) 9 x 12 loose papers, 1 ft., in drawer of metal filing cabinet. R. 1035 (Bldg. A). (2204)

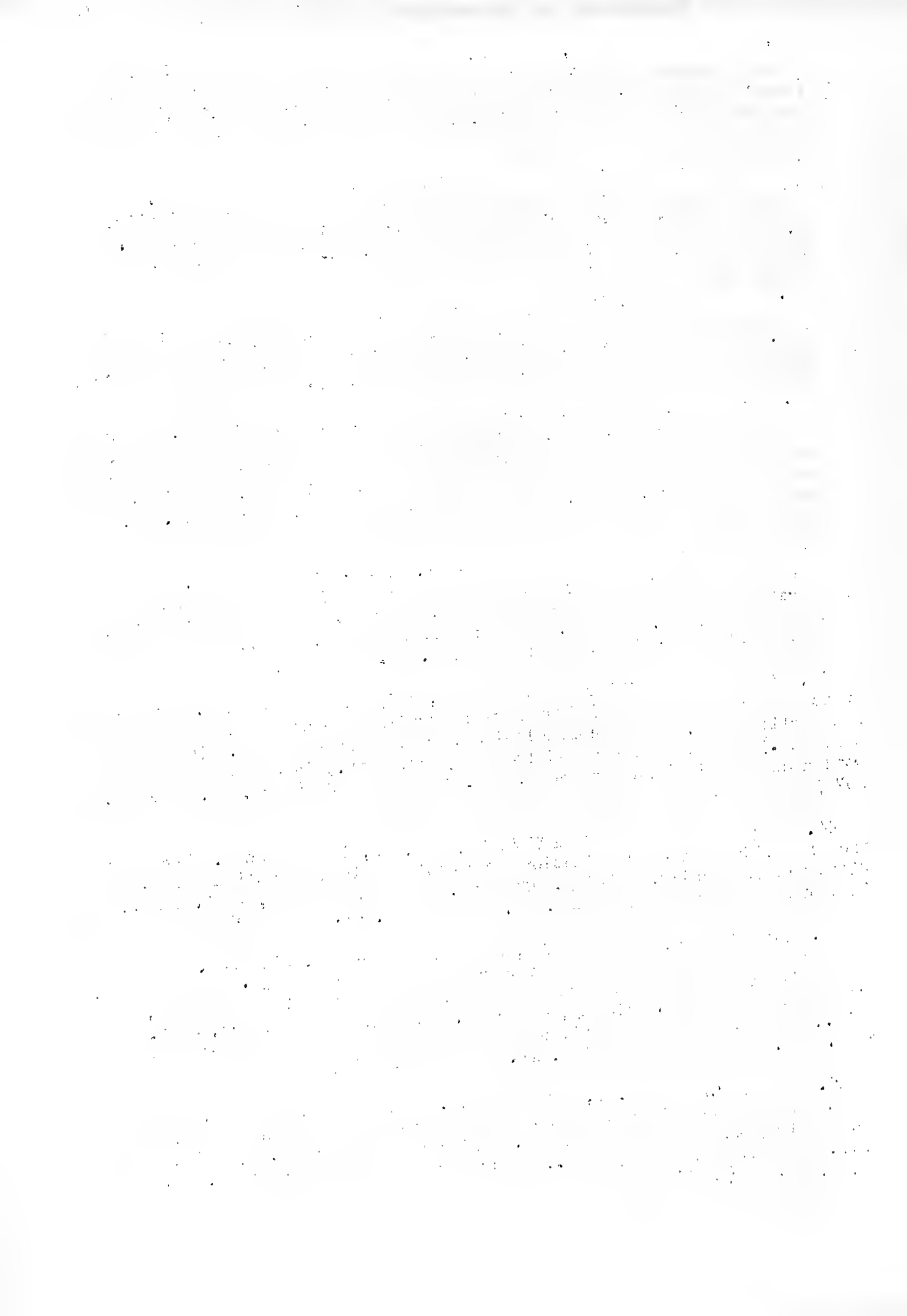
55. FACTS FILE, July 1, 1921 to date. Forms 2213, first papers, Forms 2214, second papers, Forms 1601M and 1611M, copies of applicants' certificates of arrival, and various other forms depending on the nature of each individual case, together with related correspondence, records, and photographs. Filed numerically and geographically. (Older records, seldom; later records, daily, official.) 9 x 12 loose papers and folders, 236 ft. 7 in., in 24 drawers of wooden filing cases and 100 drawers of steel filing cases. Rs. 1031, 1035 (Bldg. A). (2726, 2227)

56. INVESTIGATIONS OF QUESTIONABLE NATURALIZATION PAPERS, July 1, 1921 to date. Correspondence, reports, and records concerning immigration investigations in cooperation with various public and private agencies. Filed alphabetically. (Daily, official.) 8 x 11 loose papers, 1 ft., in drawer of metal filing cabinet. R. 1035 (Bldg. A). (2716)

57. VETERANS' APPLICATIONS, Sept. 22, 1922 to date. Forms 2214, veterans' applications for citizenship, with correspondence and affidavits. Filed geographically. (Daily, official.) 9 x 12 folders, 16 ft., in 8 drawers of metal filing cabinets. R. 1035 (Bldg. A). (2077)



58. EXPENSE ACCOUNTS, Aug. 15, 1923 to date. Forms 5-A-F-632, investigators' expense reports showing dates, points of departure and arrival, fare rates, and incidentals. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 ft., in drawer of steel filing case. R. 1035 (Bldg. A). (2205)
59. NATURALIZATION PROCEDURE INQUIRIES, Dec. 1, 1923 to date. From various agencies, veterans, and other persons. Filed alphabetically. (Daily, official.) Various sized folders and loose papers, 13 ft. 4 in., in 8 drawers of metal filing cabinets. R. 1035 (Bldg. A). (3024, 2838, 2420, 2473)
60. APPOINTMENTS, July, 1, 1924 to date. Forms 1992 giving general descriptions, service records, and promotions of appointees in this office. Filed numerically. (Daily, official.) 9 x 12 folders, 6 in., in drawer of steel filing case. R. 1035 (Bldg. A). (2205)
61. NEW APPLICATIONS FOR DECLARATIONS, Jan. 2, 1925 to date. Correspondence relative to lost applications for declarations of intention, together with new applications submitted as a result of this correspondence. Filed alphabetically and geographically. (Monthly, official.) 8 x 11 loose papers, 10 ft., in 5 wooden drawers. R. 1031 (Bldg. A). (3315, 2613)
62. UNVERIFIED CASES OF ENTRY, May 1, 1925 - June 30, 1929. Correspondence and records concerning aliens' claims of legal entry which immigration officials have been unable to verify. Filed geographically and alphabetically. (Never.) 8 x 11 loose papers, 4 ft., in 2 drawers of wooden filing cabinet. R. 1031 (Bldg. A). (3975)
63. LOST NATURALIZATION CERTIFICATES, July 1, 1925 to date. Correspondence about lost certificates of naturalization and requests for new certificates. Filed chronologically and alphabetically. (Daily, official.) 9 x 12 folders and loose papers, 8 ft., in 3 drawers of wooden and metal filing cabinets. Rs. 1031 and 1035 (Bldg. A). (3080, 2372)
64. REQUESTS FOR APPLICATION FORMS, Oct. 22, 1925 to date. Requests from individuals and organizations for citizenship application forms. Filed alphabetically. (Daily, official.) 9 x 12 folders, 1 ft. 4 in., in drawer of steel filing case. R. 1035 (Bldg. A). (2670)
65. MONTHLY REPORTS OF COURTS, July 1, 1926 - Apr. 30, 1932. Reports on progress of naturalization cases in different New England courts, giving detailed information on testimony, number of petitions posted, etc. Filed geographically. (Daily, official.) 9 x 12 loose papers, 5 ft. 4 in., in drawer of wooden filing case and in 2 drawers of steel filing case. Rs. 1031 and 1035 (Bldg. A). (3770, 2373)
66. DOCKET LIST, Nov. 1, 1926 to date. Forms 2355, lists submitted to courts by naturalization authorities showing names of aliens and dates when their petitions will be heard. Filed geographically. (Daily, official.) 9 x 12 envelopes, 2 ft., in drawer of steel filing case. R. 1035 (Bldg. A). (3973)





67. MONTHLY DISTRICT REPORTS, Jan. 2, 1928 - Dec. 31, 1931. Forms 2208, reports of naturalization activities submitted monthly by district court clerks. Arranged chronologically. (Monthly, official.) 9 x 12 bundles, 1 ft. 4 in., in drawer of wooden filing cabinet. R. 1031 (Bldg. A). (2374)

68. EXPATRIATION, June 1, 1928 to date. Correspondence between various agencies, reports concerning loss of citizenship through marriage, criminal action, and related information. Filed alphabetically. (Daily, official.) 8 x 11 loose papers, 1 ft., in drawers of metal filing cabinet. R. 1035 (Bldg. A). (2680)

69. COURT HEARING REPORTS, July 1, 1928 - June 30, 1930. On aliens' petitions for naturalization certificates. Arranged chronologically. (Yearly, official.) 10 x 12 bundles, 1 ft. 7 in., in drawer of wooden filing cabinet. R. 1031 (Bldg. A). (2431)

70. APPLICATION FORMS, Mar. 1, 1929 to date. Forms 2213, applications for certificates of arrival in the United States; Form 2214, preliminary forms for petitions for citizenship. Filed alphabetically and numerically. (Daily, official.) 9 x 12 loose papers, 30 ft., in 15 drawers of metal filing cabinets. Rs. 1035 and 1005 (Bldg. A). (3082, 3020, 3083)

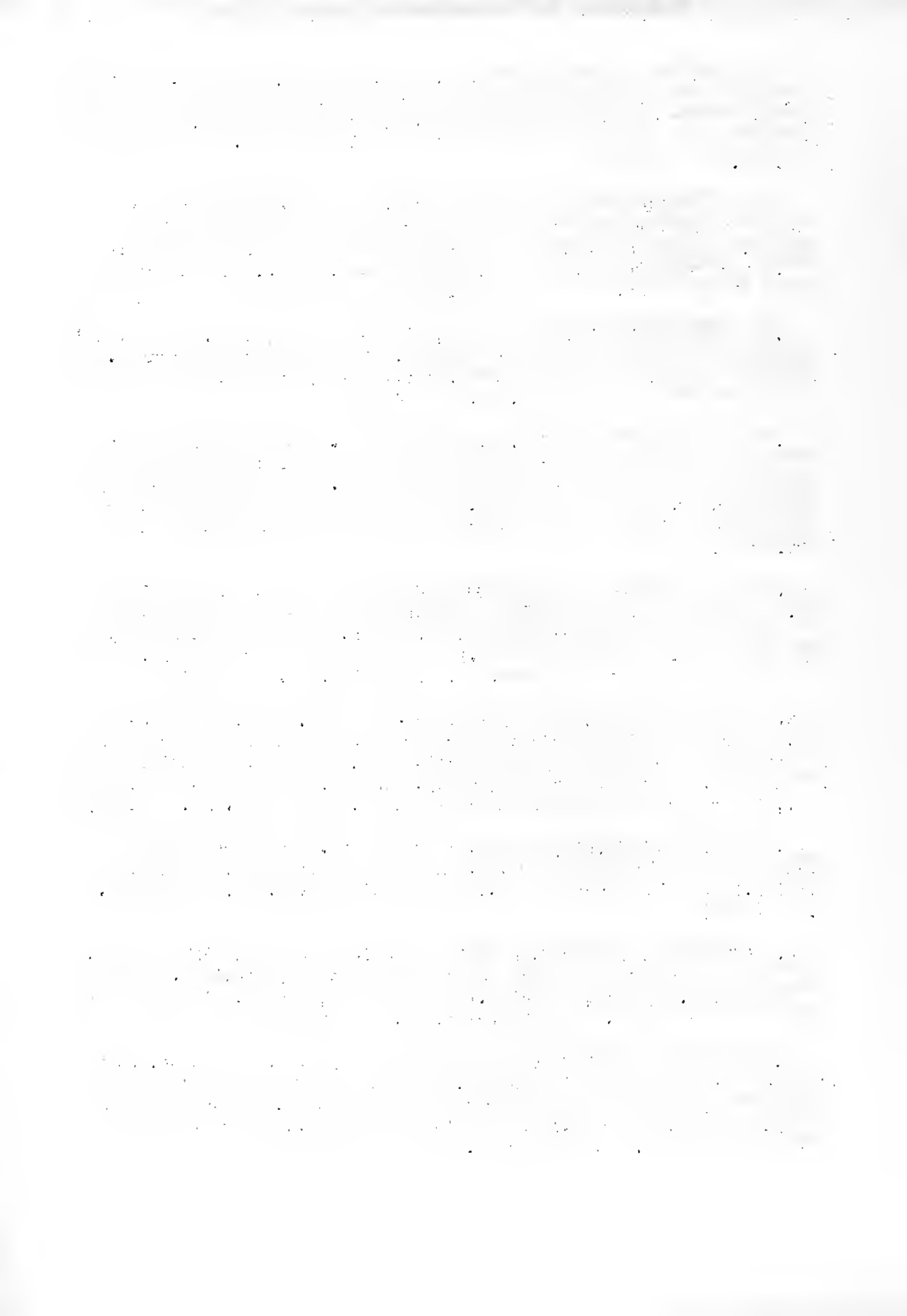
71. DECLARATION OF INTENTION TO BECOME CITIZENS, June 30, 1929 to date. Preliminary Forms A-2213 giving names, addresses, descriptions of applicants, and other pertinent information. Filed geographically and numerically. (Daily, official.) 8 x 11 loose papers, 160 ft., in 80 drawers of steel filing cases. R. 1035 (Bldg. A). (2296)

72. DEPARTMENT REPORTS, July 1, 1929 - June 30, 1930. Forms 5-A 5042, district commissioner's quarterly reports containing information on personnel, general and specific activities, immigration statistics, and expenses. Arranged chronologically. (Never.) 8 x 10 loose papers, 8 in., in drawer of wooden filing cabinet. R. 1031 (Bldg. A). (2380)

73. DUPLICATE RECEIPTS, July 1, 1929 to date. For fees paid by aliens for certificates of arrival. Arranged numerically. (Daily, official.) 9 x 12 binders, 5 ft., on 3 steel shelves. R. 1031 (Bldg. A). (3019)

74. PENDING APPLICATIONS, RECORD OF RECEIPTS, July 1, 1929 to date. Forms 22F, record of fees paid upon the filing of applications. Filed geographically. (Daily, official.) 3 x 5 cards, 225 ft., in 225 drawers of steel cabinets. R. 1035 (Bldg. A). (2252)

75. ADMITTED PETITIONS FOR CITIZENSHIP, July 1, 1929 to date. Forms 2204-L-A, petitions for citizenship, accompanied by examiners' recommendations, presented to the courts for final action. Filed geographically. (Daily, official.) 9 x 12 folders, 64 ft., in 32 drawers of steel filing cases. R. 1035 (Bldg. A). (2251)



76. CERTIFICATES OF DERIVATIVE CITIZENSHIP, Aug. 7, 1929 to date. Forms 2214, certificates of citizenship granted aliens who have proved citizenship rights by parentage or marriage. Filed numerically. (Daily, official.) 9 x 12 envelopes, 6 ft., in 3 drawers of metal filing cabinet. R. 1035 (Bldg. A). (2377)

77. JUDGES' LISTS OF PETITIONS GRANTED, Sept. 30, 1929 to date. Forms 2228, lists of persons granted or denied citizenship, compiled and submitted to the naturalization authorities by various district court judges. Filed geographically. (Daily, official.) 9 x 12 folders, 2 ft. 8 in., in 2 drawers of metal filing cabinet. R. 1035 (Bldg. A). (2200)

78. ISSUANCE OF COPIES OF CERTIFICATE, Feb. 1, 1930 to date. Forms 92-L, records of the issuance of copies of citizenship certificates. Filed numerically. (Daily, official.) 9 x 12 folders and loose papers, 10 ft. 6 in., in 6 drawers of metal filing cases. R. 1035 (Bldg. A). (2581)

79. REFUNDS, May 1, 1930 - June 29, 1936. Correspondence requesting refunds of duplicated fees. Filed chronologically. (Daily, official.) 8 x 11 loose papers, 1 ft. 4 in., in drawer of steel filing case. R. 1035 (Bldg. A). (2495)

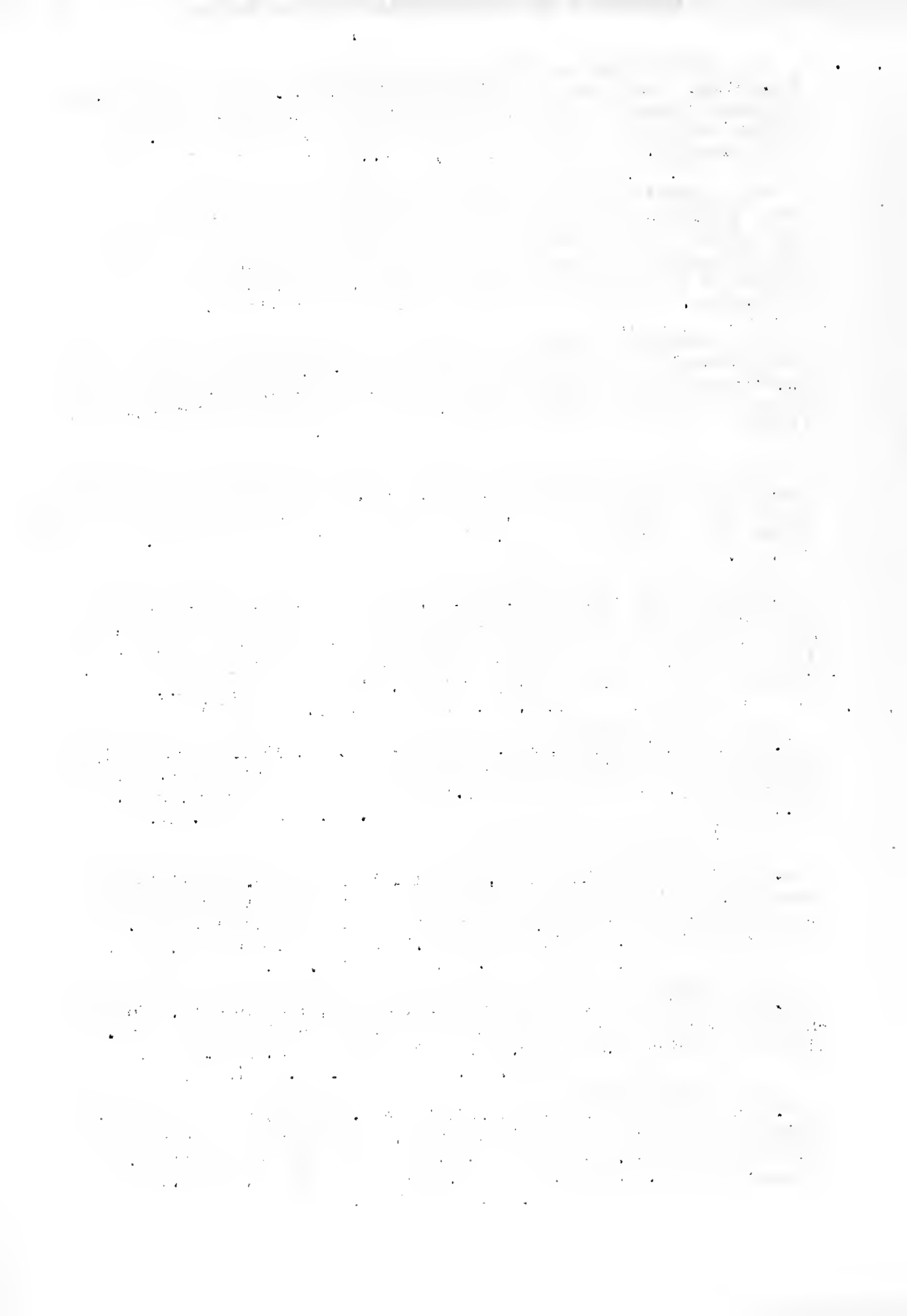
80. DISTRICT COURT REPORTS, Jan. 2, 1931 - Dec. 31, 1932. Reports of naturalization hearings in various district courts showing names, case numbers, and other information concerning aliens whose petitions have been heard, together with records of the disposition of the cases. Filed chronologically. (Yearly, official.) 5 x 8 cards, 7 in., in drawer of wooden card cabinet. R. 1031 (Bldg. A). (2668)

81. EXAMINERS' REPORTS, Jan. 2, 1931 - Nov. 28, 1933. Forms 2356, certificate examiners' reports, recommendations and other facts. Filed chronologically. (Yearly, official.) 5 x 5 cards and papers, 2 ft. 1 in., in 2 drawers of wooden filing cabinet. R. 1031 (Bldg. A). (2725, 2908)

82. CERTIFICATE APPLICATIONS, June 15, 1931 to date. Preliminary Forms 2214, applications for citizenship submitted by aliens awaiting examination prior to filing petitions for final citizenship papers. Filed geographically. (Daily, official.) 9 x 12 loose papers, 6 ft. in 3 drawers of steel filing case. R. 1035 (Bldg. A). (2203)

83. STATEMENT OF NATURALIZATION WORK, July 1, 1931 to date. Forms 5-A 638, reports of all naturalization activities during fiscal year. Filed chronologically. (Never.) 9 x 12 loose papers, 1 ft. 2 in., in drawer of wooden filing cabinet. R. 1031 (Bldg. A). (2658)

84. REENTRY PERMITS, July 1, 1931 to date. Issued to persons permitting their return to the United States, showing dates of departure, durations of absence, dates of return, and other pertinent matters. Filed numerically. (Daily, official.) 10 x 15 folders, 16 ft., in 8 drawers of steel filing cases. R. 1015 (Bldg. A). (3594)



85. PETITIONS PENDING, Oct. 1, 1931 to date. Forms 2208, aliens' petitions for final naturalization certificates, awaiting final court action. Filed geographically. (Daily, official.) 9 x 12 loose papers, 7 ft., in 4 drawers of steel filing case. R. 1005 (Bldg. A). (3797)

86. CANCELTION ORDERS AND CORRESPONDENCE, Feb. 6, 1932 to date. Of various district courts canceling the citizenship certificates of undesirable aliens. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 ft., in drawer of metal filing cabinet. R. 1035. (2190)

87. PETITIONS PENDING, COURTS OUTSIDE OF BOSTON, May 1, 1932 to date. Forms 2214, petitions for citizenship pending in courts outside of Boston. Filed numerically. (Daily, official.) 9 x 12 loose papers, 7 ft., in 4 drawers of steel filing case. R. 1005 (Bldg. A). (3081)

88. UNDELIVERED MAIL, Jan. 7, 1933 to date. Various notices, immigration and naturalization certificates, and correspondence returned to office of the district commissioner by the Post Office Department because of nonresidence. Filed alphabetically. (Monthly, official.) 9 x 12 folders, 2 ft., in drawer of metal filing cabinet. R. 1035 (Bldg. A). (2376)

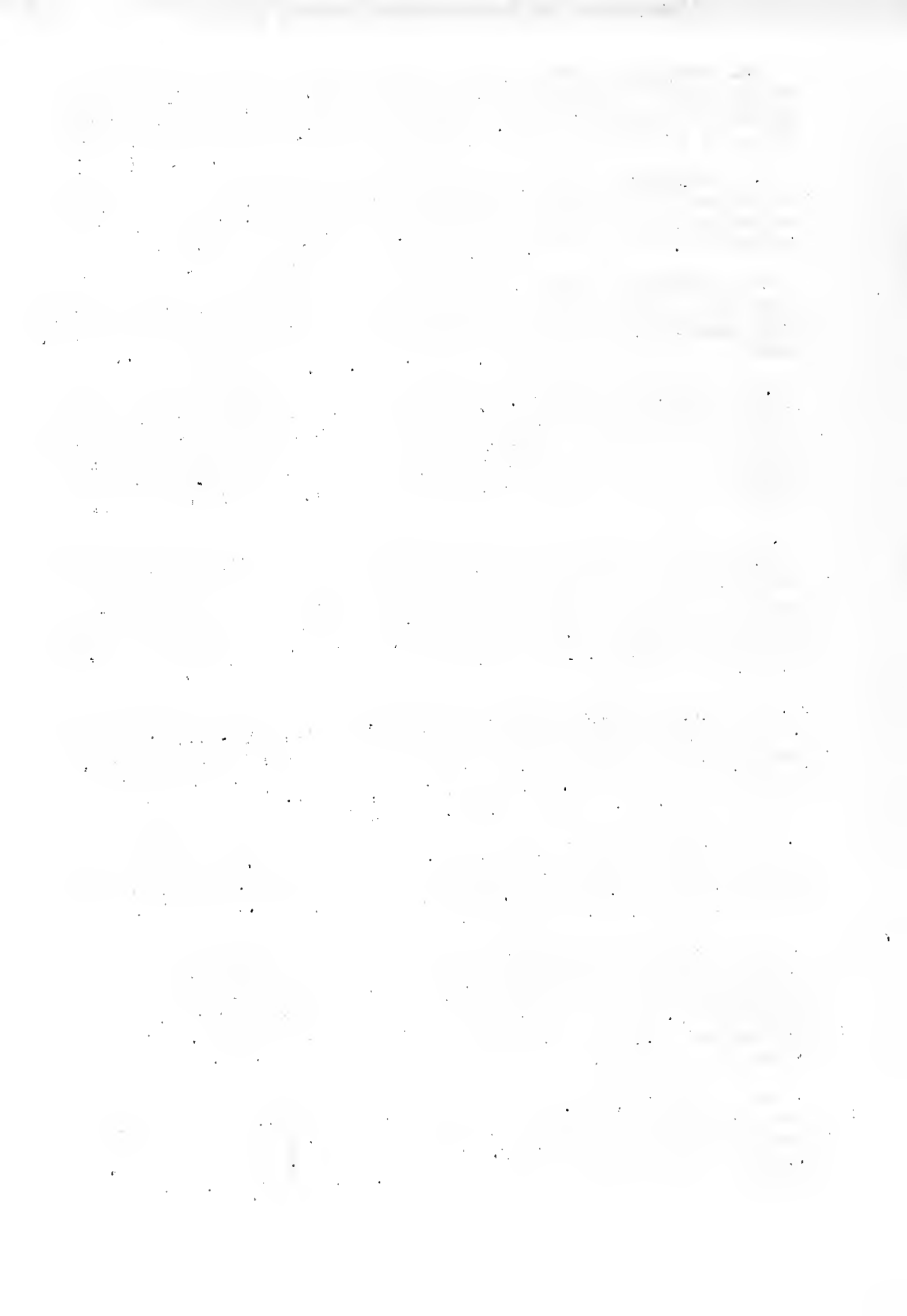
89. PHOTOSTATIC COPIES OF NATURALIZATION CERTIFICATES, Feb. 18, 1933 to date. Correspondence and instructions concerning the copying of certificates of naturalization by photostatic process and the enforcement of law against illegal photostating. Included are a number of seized photostatic copies. Arranged alphabetically. (Daily, official.) 8 x 11 loose papers, 6 in., in drawer of metal filing cabinet. R. 1035 (Bldg. A). (2201)

90. GENERAL CORRESPONDENCE, COMMISSIONER'S FILES, Sept. 21, 1933 to date. Correspondence and reports concerning personnel, routine matters, and confidential information supplied to the commissioner. Filed by subject. (Daily, official.) 9 x 12 folders, 24 ft., in 12 drawers of steel filing case. R. 1023 (Bldg. A). (3079)

91. NOTIFICATIONS TO WITNESSES, Jan. 5, 1934 to date. Duplicate copies of notices sent to witnesses to appear at hearings. Filed alphabetically. (Weekly, official.) 9 x 12 folders, 4 ft., in 2 drawers of steel filing case. R. 1035 (Bldg. A). (2625)

92. APPLICATIONS THROUGH DERIVATIVES, June 1, 1934 to date. Forms 505 and 2400-2405, also declarations, letters, and data relating to applications of persons applying for citizenship through derivatives. Filed numerically. 3 x 5 card index, 1 ft. (Daily, official.) 9 x 12 envelopes, 16 ft., in 8 drawers of steel filing cases. R. 1005 (Bldg. A). (3022)

93. REGISTRY CASES, Jan. 1, 1935 to date. Forms 591, applications for registration of their legal entry by persons whose entry records have been lost. Filed numerically. (Daily, official.) 8 x 11 covers, 32 ft., in 16 drawers of metal filing cabinet. R. 1023 (Bldg. A). (2666)



94. INTERROGATORIES IN DEPOSITIONS OF WITNESSES, June 1, 1935 to date. Forms 2306-A, depositions of witnesses in hearings on applications for final citizenship papers. Filed alphabetically. (Daily, official.) 9 x 12 loose papers, 1 ft., in drawer of steel filing case. R. 1005 (Bldg. A). (3974)

95. NOTIFICATION CERTIFICATES, July 6, 1935 to date. Of hearings on citizenship applications. Filed alphabetically. (Daily, official.) 3 x 5 cards, 1 in., in drawer of steel card cabinet. R. 1023 (Bldg. A). (2692)

96. NOTIFICATIONS TO APPLICANTS, Mar. 1, 1936 to date. Forms 2214, preliminary applications for citizenship arranged in temporary file until acknowledgment of notification of hearing is received. Filed alphabetically. (Daily, official.) 9 x 12 loose papers, 1 ft. 6 in., in drawer of steel filing case. R. 1005 (Bldg. A). (3023)

97. OLD AGE PENSION, Apr. 1, 1936 to date. Correspondence, testimonials, and statements concerning citizenship of persons interested in old age pensions. Arranged alphabetically. (Daily, official.) 9 x 11 loose papers, 1 ft. 6 in., in drawer of metal filing cabinet. R. 1035 (Bldg. A). (2655)

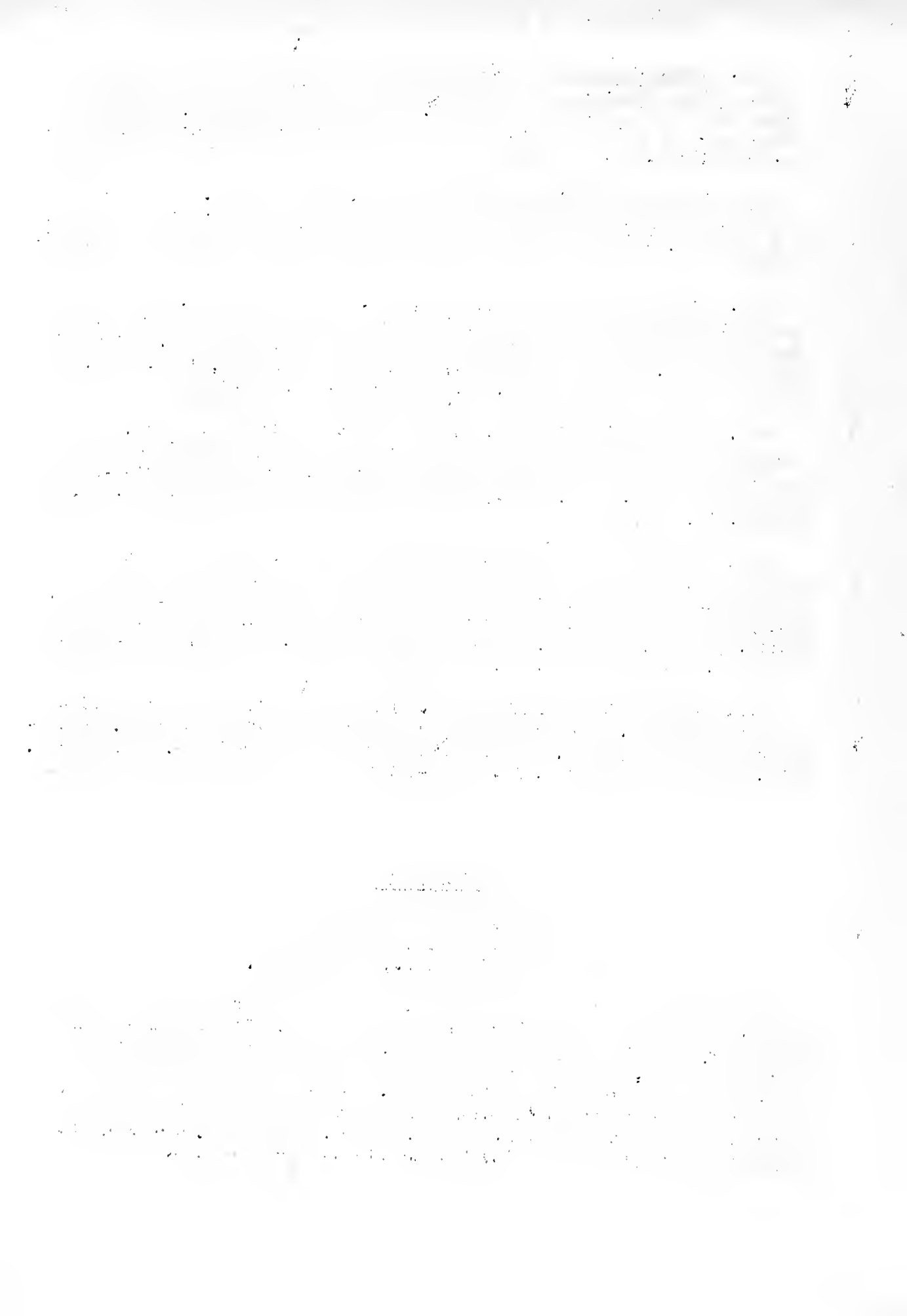
98. APPLICATIONS FOR SPECIAL INTERVIEWS, Apr. 1, 1936 to date. Forms 505, requests for special interviews and correspondence between naturalization officials and persons having trouble obtaining citizenship papers due to illegal entry or use of an alias. Filed geographically. (Daily, official.) 9 x 12 folders, 4 ft., in 2 drawers of metal cabinet. R. 1035 (Bldg. A). (2421)

99. IDENTIFICATION PHOTOGRAPHS. Photographs furnished by applicants for citizenship. See addenda for classification of photographs. Photographic prints (5313), in folders in metal filing cabinets. Card index. Rs. 1003 and 1005 (Bldg. A). (P-11743)

#### GLOUCESTER

#### IMMIGRATION SUBSTATION OFFICE OF THE IMMIGRANT INSPECTOR Post Office Bldg., 15 Dale Ave.

This office was established in 1918 in the former Post Office Building, at the corner of Main and Pleasant Streets. It was removed in February 1934 to its present location. Under the supervision of the Boston office, the substation performs the general functions of the Service in the vicinity of Gloucester. Reports are sent to the Boston office. The substation's records are kept in modern filing cases and are in excellent condition. No records have been lost, and none disposed of except on authority from Washington headquarters.





100. STATEMENTS OF ALIENS SUBJECT TO HEAD TAX, Mar. 1918 - Oct. 1921. Showing names, ages, employments, amounts of tax, and other details. Filed chronologically. (Monthly, official.)  $8\frac{1}{2}$  x 11 folders, 2 in., in steel locker. R. 209. (127)
101. WARRANTS AND REPORTS ON HEARINGS, June 1918 - Dec. 1918; 1926 - June 1929; July 7, 1933 - May 1935. Reports of inspector on hearings granted aliens who entered United States illegally. Filed chronologically. (Occasionally, official.)  $8\frac{1}{2}$  x 11 folders,  $3\frac{3}{4}$  in., in steel locker, and in drawer of steel filing case. Rs. 209 and 208. (126, 130)
102. REPORTS ON INVESTIGATIONS, June 30, 1918 - Jan. 1, 1932; Dec. 14, 1932 to date. Of various immigration cases. Filed chronologically. (Occasionally, official.)  $8\frac{1}{2}$  x 11 folders, 1 ft.  $9\frac{1}{4}$  in., in steel locker, and in drawer of steel filing case. Rs. 209 and 208. (125, 131)
103. MONTHLY AND YEARLY REPORTS, July 1918 - June 1933. Reports on investigations, verifications of landings, registrations, vessels boarded, seamen examined, shipping articles, reentry permits received from Bureau, and deportations executed. Filed chronologically. (Occasionally, official.)  $8\frac{1}{2}$  x 11 folders, 3 in., in steel locker. R. 209. (116)
104. GENERAL CORRESPONDENCE, 1918 to date. With Boston office. Filed chronologically. (Occasionally, official.)  $8\frac{1}{2}$  x 11 folders, 3 ft. 3 in., in steel locker. R. 209. (115)
105. STATEMENTS OF MASTERS OF VESSELS REGARDING CHANGES IN CREW PRIOR TO DEPARTURE, Oct. 1, 1919 - Oct. 1934. Showing number of crew, number discharged, deserted, left in hospital, signed on; also, detailed reports of deserters. Filed chronologically. (Occasionally, official.) 8 x  $10\frac{1}{2}$  and  $8\frac{1}{2}$  x  $13\frac{3}{4}$  folders, 10 in., in steel locker. R. 209. (114)
106. INSTRUCTIONS TO IMMIGRANT INSPECTOR, July 1920 - 1921 ; 1926 - 1934. Letters of instructions. Filed chronologically. (Occasionally, official.)  $8\frac{1}{2}$  x 11 folders,  $2\frac{1}{2}$  in., in steel locker. R. 209. (124)
107. EXPENSE ACCOUNTS, June 1928 - July 1933; Oct. 17, 1935 to date. For travel by immigrant inspector. Filed chronologically. (Occasionally, official.)  $8\frac{1}{2}$  x 11 folders,  $4\frac{1}{2}$  in., in steel locker, and in drawer of steel filing case. Rs. 209 and 208. (117, 128)
108. CERTIFICATES OF REGISTRY, Mar. 28, 1931 - Nov. 5, 1935. Receipts for certificates, also correspondence with aliens relative to registrations. Filed chronologically. (Occasionally, official.)  $8\frac{1}{2}$  x 11 folders,  $3\frac{3}{4}$  in., in drawer of steel filing case. R. 208. (84)
109. REENTRY PERMITS, Sept. 10, 1931 to date. Correspondence with Boston office on applications by aliens for reentry permits. Filed chronologically. (Occasionally, official.)  $8\frac{1}{2}$  x 11 folders,  $5/8$  in., in drawer of steel filing case. R. 208. (76)



110. IDENTIFICATION CARDS, Apr. 15, 1932 to date. Letters of instruction from Boston office concerning identification cards. Filed chronologically. (Occasionally, official.)  $8\frac{1}{2}$  x 11 folders,  $7/8$  in., in drawer of steel filing case. R. 208. (77)

111. LOOKOUT NOTICES, Aug. 1, 1933 - May 15, 1935. From Boston office to inspector requesting apprehension of questionable aliens. Filed chronologically. (Rarely, official.)  $8\frac{1}{2}$  x 11 folders,  $1\frac{1}{2}$  in., in drawer of steel filing case. R. 208. (129)

112. PERSONNEL, Aug. 14, 1933 to date. Letters of instruction from district director relative to duties and leaves of absence. Filed chronologically. (Occasionally, official.)  $8\frac{1}{2}$  x 11 folders,  $7/8$  in., in drawer of steel filing case. R. 208. (78)

113. BOARDING AND INSPECTION, Sept. 6, 1933 to date. Letters of instruction from district director concerning boarding and inspection of vessels. Filed chronologically. (Occasionally, official.)  $8\frac{1}{2}$  x 11 folders,  $\frac{1}{2}$  in., in drawer of steel filing case. R. 208. (79)

114. VERIFICATIONS, Sept. 12, 1933 - Oct. 16, 1935. Correspondence from inspector in charge to local immigrant inspectors requesting verification of landings of aliens, names and types of vessels, dates of arrival, ports of entry, and relative information. Filed chronologically. (Occasionally, official.) 8 x 11 folders, 1 in., in drawer of steel filing case. R. 208. (80)

115. IMMIGRATION STATION CORRESPONDENCE, Dec. 8, 1933 - Oct. 10, 1935. With officials of Boston office. Filed chronologically. (Occasionally, official.)  $8\frac{1}{2}$  x 11 folders,  $1\frac{3}{4}$  in., in drawer of steel filing case. R. 208. (132)

116. MISCELLANEOUS CORRESPONDENCE, Mar. 22, 1934 - July 29, 1935. Filed chronologically. (Occasionally, official.)  $8\frac{1}{2}$  x 11 folders,  $3/8$  in., in drawer of steel filing case. R. 208. (74)

#### NEW BEDFORD

#### IMMIGRATION SUBSTATION OFFICE OF THE IMMIGRANT INSPECTOR Post Office Bldg., 675-711 Pleasant St.

This office was established in 1903 in the Custom House, and was removed in 1913 to its present location in the Post Office Building. The substation performs the general functions of the Service in the vicinity of New Bedford. Reports are sent to the Boston office. The records are kept in modern filing equipment; the inactive records are dirty and dusty, but current ones are in excellent condition; none have been lost and none disposed of except on authority from Washington headquarters.



117. REPORTS OF HEARINGS BEFORE BOARD OF SPECIAL INQUIRY, 1902 - 1908. Arranged chronologically. (Never.) 10 x 14 covers, 10 in., in safe. Dirty. R. 239. (539)

118. LETTER COPY BOOKS, Apr. 1, 1903 - Dec. 22, 1905. Miscellaneous letters concerning office activities. (Never.) 10 x 12 vols., 2 in., in safe. Dirty. R. 239. (538)

119. MISCELLANEOUS RECORDS AND CORRESPONDENCE, 1903 - 1915; 1919 - 1929. Reports of arrivals, verifications of landings, expenses incurred by vessels, warrant cases, aliens' applications for departure, examinations of deserting seamen, passports, bonds, towboat services, manifests, pending deportations, lookout notices, financial and legal matters, decisions, returns of warrants, and miscellaneous correspondence. See addenda for additional description. Filed by subject. (Rarely, official.) Various sized folders and envelopes, 5 ft. 8½ in., in 4 drawers of wooden filing case. Dirty. R. 239. (565)

120. STATEMENT OF ALIENS SUBJECT TO HEAD TAX, July 1, 1904 - June 30, 1907. Immigration inspectors' reports to collector of customs giving number of alien passengers, names of vessels and masters, and total head tax collected in fiscal year. (Never.) 3½ x 8½ bundle, 2 in., in safe. Dirty. R. 239. (542)

121. WEEKLY REPORTS TO COMMISSIONER, July 1, 1904 - June 30, 1907. Reports by inspector in charge concerning weekly activities and travel expenses. Arranged chronologically. (Never.) 3½ x 8½ bundles, 4 in., in safe. Dirty. R. 239. (536)

122. IMMIGRATION INVESTIGATION REPORTS AND CORRESPONDENCE, 1904 - 1912. Concerning investigation of alines' applications for entry or naturalization. (Never.) 4 x 8 bundles, 2 ft. 4 in., in safe. Dirty. R. 239. (543)

123. DAILY REPORT OF ARRIVAL AND DISPOSITION OF CASES OF ALIENS, 1904 - 1916. Forms 1589 and 590 showing names of aliens, dates, ports of arrival and departure, names of vessels, and disposition of cases. Arranged chronologically. (Rarely, official.) 8½ x 11½ envelopes and 8 x 10½ loose papers, 1 ft., in safe. Dirty. R. 239. (537)

124. LISTS OF DEBARRED AND RETURNED ALIENS, 1905 - 1907. Names of aliens debarred from United States during 1907 and those returned to country of origin; also, several reports of inspector's leaves of absence. (Never.) 4 x 8 bundles, 4 in., in safe. Dirty. R. 239. (540)

125. MISCELLANEOUS CORRESPONDENCE, June 12, 1909 - Sept. 29, 1911. Concerning office activities. (Never.) 8 x 10 loose papers, 3 in., in safe. Dirty. R. 239. (590)

126. INVESTIGATIONS OF IMMIGRATION CASES, 1912 - 1920. Correspondence and reports concerning status of aliens seeking entry into the United States or facing deportation. (Rarely, official.) 4 x 8 loose papers, 4 in., in wooden cabinet. Dirty. R. 239. (677)



127. ALIENS' APPLICATIONS FOR PERMISSION TO DEPART FROM THE UNITED STATES, Sept. 5, 1918 - June 11, 1919. State Department Forms C, recording names, ages, birthplaces, nationalities, physical descriptions, and photographs of aliens. (Seldom, official.)  $8\frac{1}{2}$  x 14 loose papers, 1 ft. 7 in., in safe. Dirty. R. 239. (563)
128. COPIES OF LETTERS CONCERNING COMMUNIST CASES, Oct. 14, 1919 - May 13, 1920. Letters from headquarters concerning question of eligibility of notorious Communists to enter United States. (Seldom, official.) 8 x 10 envelopes, 2 in., in safe. Dirty. R. 239. (589)
129. MANIFEST OF ALIENS EMPLOYED ON VESSELS AS MEMBERS OF CREW, May 15, 1924 to date. Forms 680 showing name, position, age, sex, race, nationality, height, weight, and physical defects or marks of each member. Filed chronologically. (Frequently, official.)  $19\frac{1}{2}$  x 22 vols., 4 in., in wooden cupboard. R. 239. (557)
130. VESSEL FILES, 1925 - 1933. Forms 500 and 680, captains' reports on alien passengers and crews showing name, physical description, and history of each person; also, head taxes and fines collected. (Rarely, official.) 8 x 10 folders, 10 ft., in 5 drawers of wooden filing case. R. 239. (544)
131. REGISTRY CASES, Nov. 1, 1929 - Aug. 31, 1932. Registration of aliens who entered United States prior to 1921, or who entered illegally and wished to legalize their immigration status, together with all available related information. Filed numerically. (Occasionally, official.) 8 x 10 folders, 2 ft., in 4 drawers of wooden filing case. R. 239. (541)
132. GENERAL FILE OF MISCELLANEOUS RECORDS AND CORRESPONDENCE, 1929 to date. Concerning personnel, warrant and prospective warrant cases, board of special inquiry hearings, temporary admission and extension of stay of aliens, reentry permits, immigration and naturalization cases pending, and many other subjects, together with related correspondence. See addenda for additional description. Filed numerically. 3 x 5 card index, 4 ft. (Daily, official.) Various sized folders, 12 ft. 4 in., in 12 drawers of metal filing cases. R. 236. (678)
133. REENTRY PERMIT CARDS, 1929 to date. Forms 634 and P5, notifications to aliens concerning reentry permits, signed by aliens and returned to office. Filed alphabetically. (Daily, official.)  $3\frac{3}{4}$  x  $5\frac{1}{2}$  cards, 3 in., in drawer of wooden card cabinet. R. 239. (562)
134. REENTRY PERMIT CASES, Jan. 1932 - Nov. 1935. Applications of aliens for reentry into this country giving name, age, birthplace, time of arrival, port of entry, name of vessel, port of departure; also, results of investigations, discrepancies, or false statements in applications. Filed numerically. (Occasionally, official.) 8 x 10 folders, 2 ft. 10 in., in 4 drawers of wooden filing case. R. 239. (545)





UNITED STATES EMPLOYMENT SERVICE

THE UNIVERSITY OF CHICAGO

UNITED STATES EMPLOYMENT SERVICE

ARLINGTON

NATIONAL REEMPLOYMENT SERVICE  
OFFICE OF THE DISTRICT MANAGER  
Old Town Hall, Massachusetts Ave.

This office was established at its present location in 1933 to serve the towns of Arlington, Belmont, Burlington, Lexington, North Reading, Reading, and Winchester, and the city of Woburn; and it cooperates with the Massachusetts State Employment Service.

135. APPLICANTS' CARDS AND SLIPS, Nov. 20, 1933 to date. Applicants' employment records showing age, previous occupations, health, height, references, and residence of each applicant. See addenda for sizes and forms. Filed numerically and alphabetically. 3 x 5 card index, 10 ft. (Daily, official.) Various sized cards and slips, 28 ft. 6 in., in 33 drawers of wooden filing cases. E. corner room, basement. (1)

136. GENERAL CORRESPONDENCE, Nov. 20, 1933 to date. Correspondence concerning requisitions, union notices, weekly reports, monthly reports, WPA information, and industrial census. Filed by subject. (Daily, official.) 9½ x 12 folders, 1 ft. 11 in., in 3 drawers of wooden filing case. Basement room. (2)

ATHOL

NATIONAL REEMPLOYMENT SERVICE  
OFFICE OF THE DISTRICT MANAGER  
Memorial Bldg., 584 Main St.

This office was established in the Memorial Building in November 1933 to serve the towns of Athol, Barre, Dana, Hardwick, Hubbardston, New Salem, Orange, Petersham, Phillipston, Royalston, Templeton, and Warwick.

137. MISCELLANEOUS CORRESPONDENCE, Nov. 13, 1933 to date. Correspondence with main office and others regarding changes in code numbers, clearance orders, requisitions, reinterviews, applications for positions, placing of applicants, replacements, and references. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 ft. 6 in., in 2 drawers of wooden filing case. R. 2. (46)



138. APPLICANTS' IDENTIFICATION CARDS, Nov. 13, 1933 to date. USES Forms 350, identification number of applicant, name, address, size, height, weight, classification, and date of registration of each applicant. Filed numerically. (Daily, official.) 3 x 5 loose cards, 7 ft. 10 in., in 4 drawers of wooden card cabinet. R. 2. (49)

139. RECLASSIFICATION SLIPS, Nov. 13, 1933 to date. WPA Forms 404, classification of worker as to type of employment. Filed alphabetically. (Daily, official.) 4 x 6 loose sheets, 3 ft. 6 in., in 3 drawers of wooden card cabinet. R. 2. (43)

140. REQUISITIONS FOR HELP, Nov. 13, 1933 to date. USES Forms 315, requisitions by private employers for workers giving names and addresses of employers. Filed alphabetically. (Daily, official.) 4 x 6 loose cards, 1 ft. 9 in., in 2 drawers of wooden card cabinet. R. 2. (42)

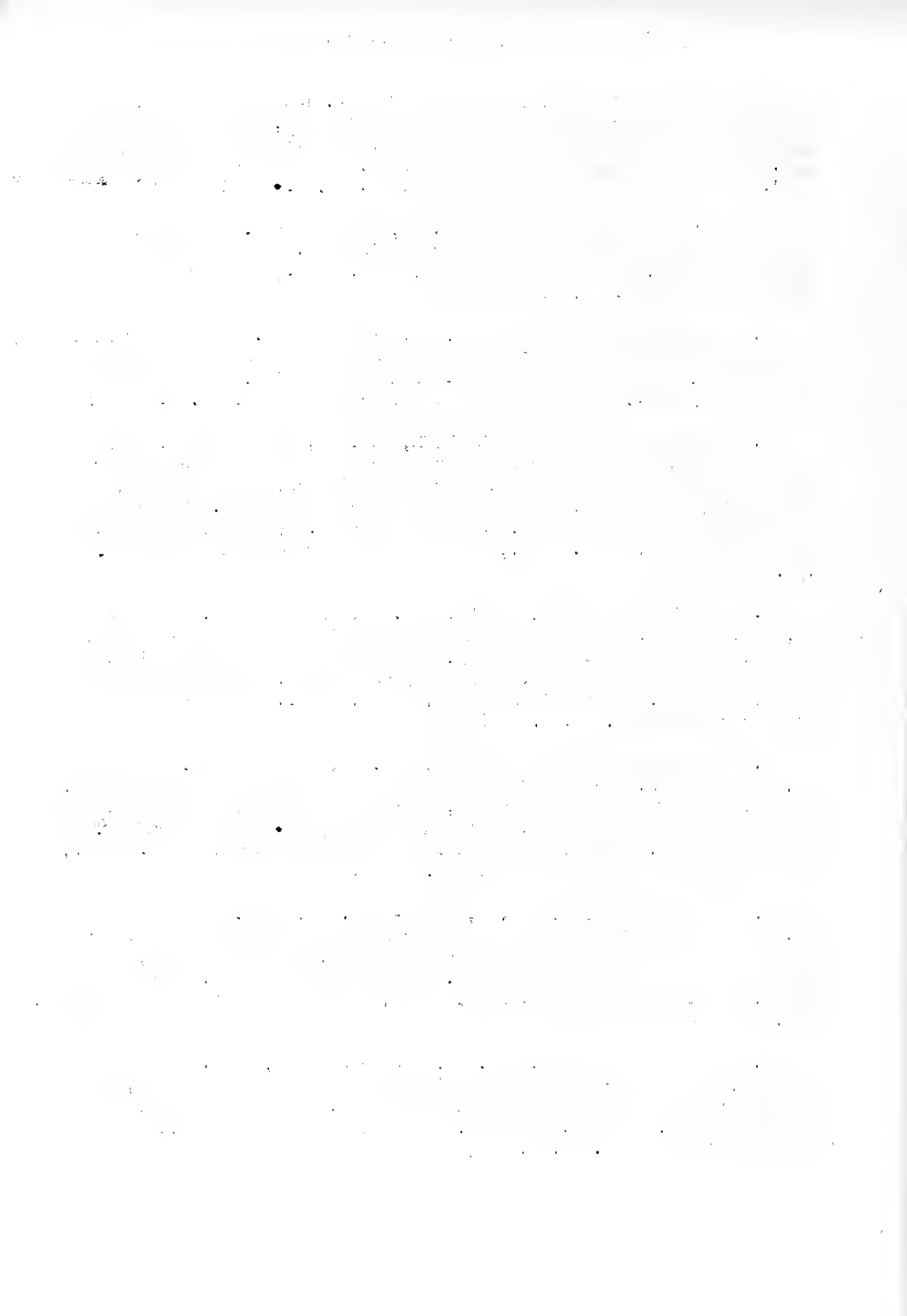
141. FEMALE REGISTRATIONS, INACTIVE, Nov. 13, 1933 to date. USES Forms 310, 311, and 312, records of women concerning inactive registrations and showing name, address, years of residence, date of birth, nationality, occupation, and education of each registrant. Filed numerically and by code numbers. 3 x 5 card index. (Seldom, official.) 5 x 8 loose cards, 4 ft. 5 in., in 2 drawers of wooden card cabinets. R. 2. (38)

142. MALE REGISTRATIONS, ACTIVE, Nov. 13, 1933 to date. USES Forms 310, 311, and 312, records concerning male registrations showing name, address, date of birth, nationality, years of residence, occupation, and education of each registrant. Filed alphabetically. 3 x 5 card index. (Daily, official.) 5 x 8 loose cards, 11 ft. 3 in., in 4 drawers of wooden card cabinets. R. 2. (44)

143. MALE REGISTRATIONS, INACTIVE, Nov. 13, 1933 to date. USES Forms 310, 311, and 312, records of inactive male registrations, showing name, address, date of birth, nationality, years of residence, occupation, and education of each registrant. Filed numerically and by code numbers. 3 x 5 card index. (Seldom, official.) 5 x 8 loose cards, 13 ft. 6 in., in 11 drawers of wooden card cabinets. R. 2. (40)

144. ASSIGNMENT SLIPS, Dec. 3, 1933 - Nov. 23, 1936. USES Forms 325, assignments of applicants to projects showing project number, place, hour, and date to report, identification number, name of foreman, and type of work (original of 6 copies). Filed alphabetically. (Daily, official.) 4 x 6 loose sheets, 1 ft. 4 in., in drawer of steel card cabinet. R. 2. (35)

145. DAILY TALLY SHEETS, Jan. 22, 1934 - June 29, 1934. Forms 303A and 303B, reports showing number of interviews with men and women, industrial classifications, openings, placements, and applications. Filed chronologically. (Daily, official.) 10 x 12 envelopes, 6 in., in drawer of wooden filing case. R. 2. (48)



146. FEMALE REGISTRATIONS, ACTIVE, Feb. 2, 1934 to date. USES Forms 310, records of women seeking employment and showing name, address, age, nationality, occupation, education, experience, and dependents of each registrant. Filed by occupational classification. 3 x 5 card index, 4 ft. 6 in. (Daily, official.) 5 x 8 loose cards, 2 ft. 10 in., in 3 drawers of wooden card cabinets. R. 2. (34)

147. CERTIFICATION OF ELIGIBILITY, Feb. 4, 1934 to date. Mass. WPA Forms 56, showing name and address of applicant, dependents and their relationship, sex, occupation, and signature of certifying officer. Filed alphabetically. (Daily, official.) 5 x 8 loose sheets, 3 ft. 7 in., in 3 drawers of wooden card cabinet. R. 2. (36)

148. PLACEMENT AND REFERRAL CARDS, Mar. 18, 1935 - Mar. 23, 1936. Record of placements showing name and address of applicant, name of employer, duties, position, sex, wages, and working hours. Filed alphabetically. (Daily, official.) 4 x 6 loose sheets, 2 ft. 3 in., in 2 drawers of wooden card cabinet. R. 2. (37)

149. EMERGENCY PUBLIC RELIEF ROLLS, July 13 - Sept. 11, 1935. Reports of FERA showing names and addresses of relief clients, previous employment, and number in families; also, names of recipients of soldier's relief. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 in., in drawer of wooden filing case. R. 2. (50)

150. INTRODUCTORY CARDS, Aug. 9, 1935 - Jan. 8, 1937. Cards introducing applicants to prospective employers, returned to this office subsequent to interview giving name and address of applicant and type of work. Filed chronologically. (Daily, official.) 3 x 5 loose cards, 2 ft., in drawer of metal card cabinet. R. 2. (39)

151. DAILY REPORTS OF OPENINGS AND REPLACEMENTS, Nov. 1, 1935 to date. USES Forms 301, reports of placements showing positions referred to and filled by this office, kind of entry, name of employer, applicant's identification, industrial, and occupational code numbers, sex, age, color, veteran status, duration of employment, and wages. Filed alphabetically. (Daily, official.) 9 x 12 folders, 8 in., in drawer of wooden filing case. R. 2. (45)

152. REASSIGNMENT SLIPS, Nov. 13, 1935 to date. WPA Forms 402, reports of reassignments showing name, address, and occupation of applicant; identification, case, new and old project numbers; and name of new project. Filed numerically. (Daily, official.) 4 x 6 slips of paper, 5 in., in drawer of wooden card cabinet. R. 2. (51)

153. NOTICE OF TERMINATION OF EMPLOYMENT, Nov. 13, 1935 to date. WPA Form 403, official release showing name and address of employee, identification and case numbers, date and reason for lay-off. Filed alphabetically. (Daily, official.) 4 x 6 slips of paper, 5 in., in drawer of wooden card cabinet. R. 2. (47)





154. BALANCE OF ACTIVE APPLICATIONS, Dec. 13, 1936 to date. USES Forms 302, summaries of activities showing number of towns, locations, and applications; total male, female, and veteran applicants; reinter-views, and number of placements in private and public employment. Filed chronologically. (Daily, official.) 9 x 12 folders, 6 in., in drawer of wooden filing case. R. 2. (41)

BEVERLY

NATIONAL REEMPLOYMENT SERVICE  
OFFICE OF THE DISTRICT MANAGER  
153 Cabot St.

This office was established in the Chamber of Commerce Building in 1933 to facilitate the work of the Service in Beverly, Essex, Gloucester, Hamilton, Manchester, Rockport, Topsfield, and Wenham. It was moved to the present location in September 1935. Reports are sent to NRS head-quarters, Boston.

155. CERTIFICATES OF ELIGIBILITY, Nov. 1, 1933 to date. Forms FERA 600, certificates of persons employed on WPA projects. Filed alphabetically. (Daily, official.) 6 x 8 papers, 3 ft. 4 in., in drawer of wooden filing case and in 3 drawers of metal filing case. R. 4. (3)

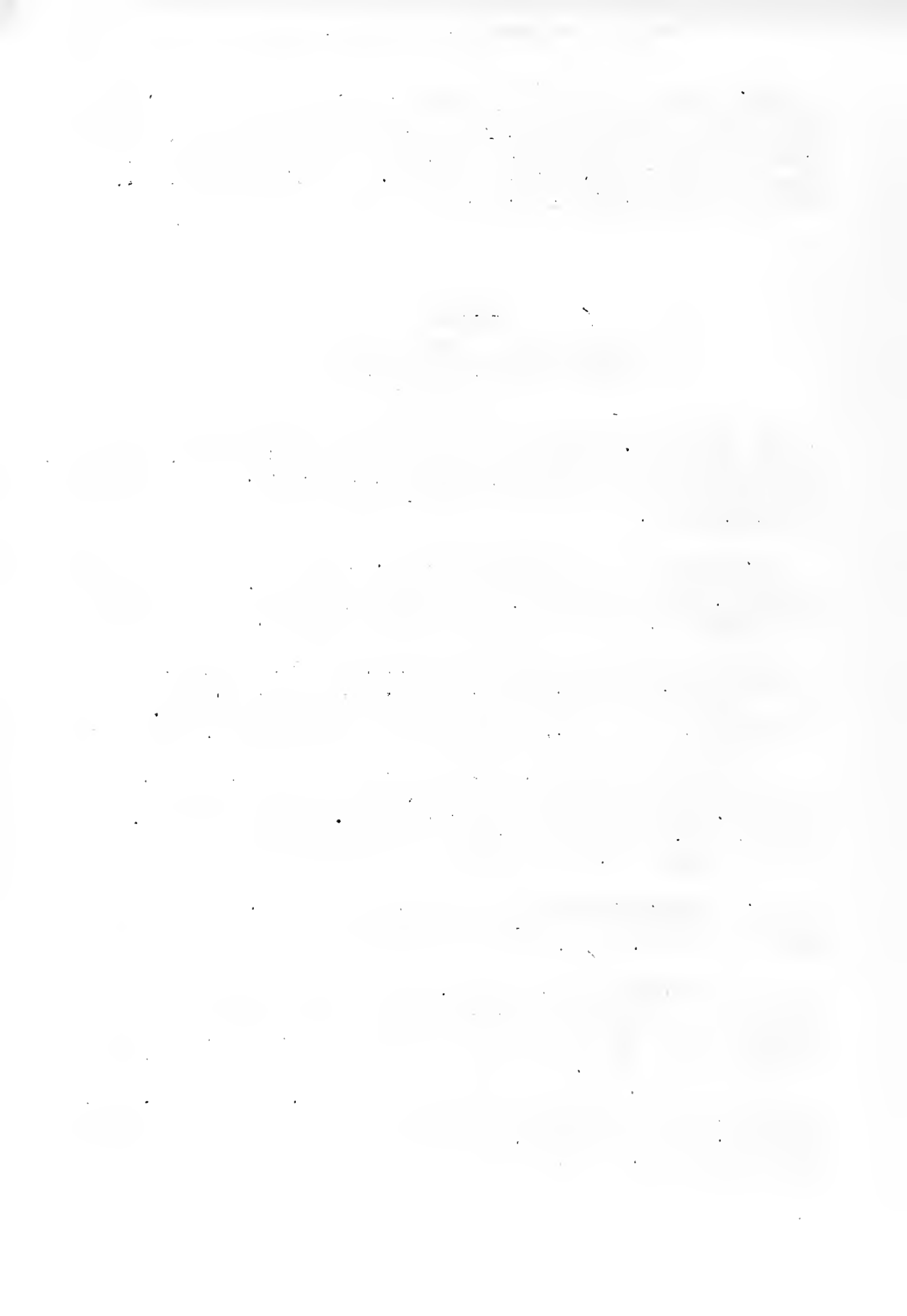
156. MISCELLANEOUS STATISTICAL REPORTS, Nov. 1933 to date. USES Forms 300, 301, 302, 325, B3, B1, NRS M6, M7, M8, M9, M1, and M3, statistical reports. Filed chronologically. (Daily, official.) 9 x 12 envelopes, 1 ft. 8 in., in drawer of metal filing case. R. 4. (4)

157. REGISTRATION CARDS, Nov. 1933 to date. USES Forms 310, registrations of skilled workers; Forms 311, professional workers; Forms 312, domestics. Filed by occupational code number. (Daily, official.) 6 x 8 cards, 7 ft. 11 in., in 2 drawers of wooden filing case and in 3 drawers of metal filing case. R. 4. (6)

158. GENERAL CORRESPONDENCE, Jan. 1, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 ft., in drawer of metal filing case. R. 4. (2)

159. REASSIGNMENT SLIPS, June 1, 1935 to date. WPA Forms 402, reassignment of individuals employed on WPA to new projects. Filed chronologically. (Daily, official.) 4 x 6 papers, 4 ft., in 2 drawers of wooden filing case and in 3 drawers of metal filing case. R. 4. (1)

160. APPLICANTS' IDENTIFICATION CARDS, June 1, 1935 to date. USES Forms 350, records of applicants registered at this agency. Filed alphabetically. (Daily, official.) 3 x 5 cards, 3 ft. 4 in., in drawer of metal filing case. R. 4. (5)



BOSTON

## NATIONAL REEMPLOYMENT SERVICE

## OFFICE OF THE STATE DIRECTOR

Post Office and Court House Bldg., Post Office Sq.

This office was established in July 1933 to supply lists of eligible workers in Massachusetts to the WPA, PWA, and to private industry. It accepts registrations of applicants for work, fills requisitions from private employers, and makes periodic reports to headquarters, Washington, D.C. To facilitate its work, branch offices have been established in Arlington, Athol, Beverly, Bourne, Brockton, Cambridge, Chelsea, Clinton, Fall River, Fitchburg, Framingham, Haverhill, Holyoke, Lawrence, Medford, Natick, Newburyport, North Adams, Northampton, Norwood, Plymouth, Quincy, Salem, Somerville, Taunton, Waltham, and Westfield. This office serves the cities of Everett, Malden, Melrose, and Revere, and the towns of Brookline and Winthrop.

161. WASHINGTON CORRESPONDENCE, June 15, 1933 to date. Letters from headquarters, Washington, D.C., concerning reemployment matters. Filed alphabetically. (Daily, official.) 9 x 12 folders, 3 ft. 6 in., in 2 drawers of wooden filing case. R. 1305. (2623)

162. BROOKLINE REGISTRATIONS, MALE, Aug. 1, 1933 to date. USES Forms 310, showing data concerning Brookline male residents registered with NRS for employment. Filed by subject. 3 x 5 card index, 3 ft. (Daily, official.) 5 x 8 cards, 1 ft. 8 in., in 2 drawers of wooden filing case. R. 1307. (3363)

163. BROOKLINE REGISTRATIONS, FEMALE, Aug. 1, 1933 to date. USES Forms 310, showing data concerning Brookline female residents registered for employment with NRS. Filed by subject. 3 x 5 card index. (Daily, official.) 5 x 8 cards, 1 ft. 4 in., in drawer of wooden filing case. R. 1307. (3492)

164. EVERETT REGISTRATIONS, MALE, Aug. 1, 1933 to date. USES Forms 310, giving qualifications of and other data concerning male Everett residents registered with NRS for employment. Filed by subject. 3 x 5 card index, 4 ft. 6 in. (Daily, official.) 5 x 8 cards, 5 ft., in 3 drawers of wooden filing case. R. 1307. (3687)

165. EVERETT REGISTRATIONS, FEMALE, Aug. 1, 1933 to date. USES Forms 310, showing qualifications of and other data concerning females from Everett registered with NRS for employment. Filed by subject. 3 x 5 card index. (Daily, official.) 5 x 8 cards, 1 ft. 4 in., in drawer of wooden filing case. R. 1307. (3682)

166. MALDEN REGISTRATIONS, MALE, Aug. 1, 1933 to date. USES Forms 310, showing qualifications of and data concerning Malden male residents registered with NRS for employment. Filed by subject. 3 x 5 card index, 5 ft. 3 in. (Daily, official.) 5 x 8 cards, 6 ft., in 3 drawers of wooden filing case. R. 1307. (3715)



167. MALDEN REGISTRATIONS, FEMALE, Aug. 1, 1933 to date. USES Forms 310, giving qualifications of and other data concerning female residents of Malden registered with NRS for employment. Filed by subject. 3 x 5 card index. (Daily, official.) 5 x 8 cards, 1 ft. 6 in., in drawer of wooden filing case. R. 1307. (3722)

168. MELROSE REGISTRATIONS, MALE, Aug. 1, 1933 to date. USES Forms 310, showing qualifications of and other data concerning male registrants from Melrose. Filed by subject. 3 x 5 card index, 10 in. (Daily, official.) 5 x 8 cards, 2 ft., in drawer of wooden filing case. R. 1307. (3358)

169. MELROSE REGISTRATIONS, FEMALE, Aug. 1, 1933 to date. USES Forms 310, giving qualifications of and other data concerning female residents from Melrose. Filed by subject. 3 x 5 card index. (Daily, official.) 5 x 8 cards, 9 in., in drawer of wooden filing case. R. 1307. (3359)

170. REVERE REGISTRATIONS, MALE, Aug. 1, 1933 to date. USES Forms 310, showing qualifications of and other data concerning male residents of Revere registered with NRS for employment. Filed by subject. 3 x 5 card index, 5 ft. 5 in. (Daily, official.) 5 x 8 cards, 4 ft. 2 in., in 3 drawers of wooden filing case. R. 1307. (3720)

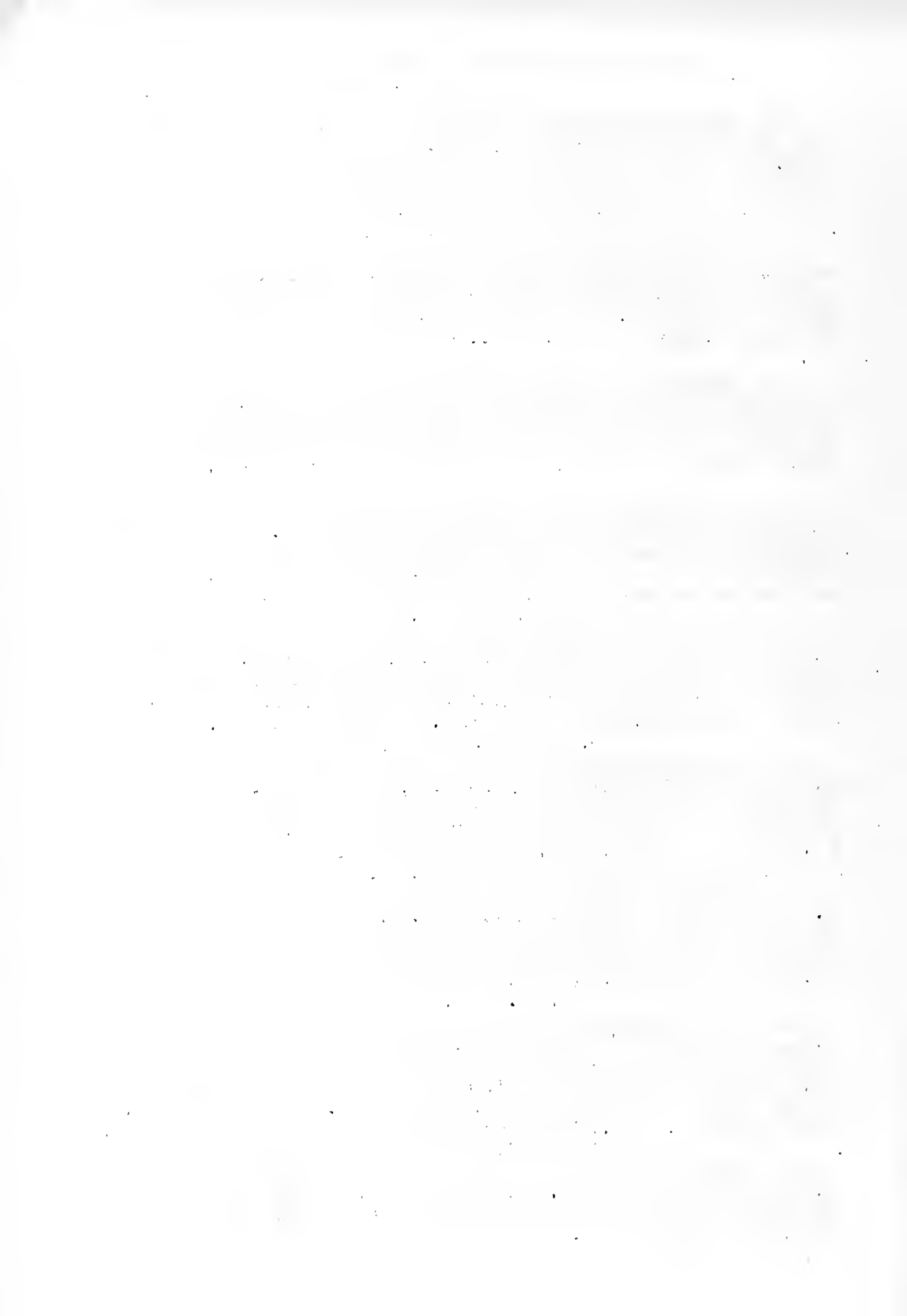
171. REVERE REGISTRATIONS, FEMALE, Aug. 1, 1933 to date. USES Forms 310, showing qualifications of and other data concerning female residents of Revere registered with NRS for employment. Filed by subject. 3 x 5 card index. (Daily, official.) 5 x 8 cards, 1 ft., in drawer of wooden filing case. R. 1307. (3689)

172. WINTHROP REGISTRATIONS, MALE, Aug. 1, 1933 to date. USES Forms 310, showing qualifications and code classifications of male residents of Winthrop registered with NRS for employment. Filed by subject. 3 x 5 card index, 8 in. (Daily, official.) 5 x 8 cards, 1 ft. 6 in., in drawer of wooden filing case. R. 1307. (3481)

173. WINTHROP REGISTRATIONS, FEMALE, Aug. 1, 1933 to date. USES Forms 310, showing qualifications and code classifications of female residents of Winthrop registered with NRS for employment. Filed by subject. 3 x 5 card index. (Daily, official.) 5 x 8 cards, 1 ft., in drawer of wooden filing case. R. 1307. (3489)

174. GENERAL CORRESPONDENCE, Nov. 22, 1933 to date. Correspondence concerning placement orders, registrations, requisitions, statistical reports, and clearance orders for filling positions on Government projects and in private industry. Filed alphabetically. (Daily, official.) 9 x 12 folders, 4 ft. 3 in., in 4 drawers of wooden filing case. R. 1301, 1305, and 1307. (3325, 2664, 3396, 3313)

175. REGISTRATION FILE, Nov. 22, 1933 to date. CWA Forms L-17, personnel records of all registrants of NRS in Massachusetts. Filed alphabetically. (Weekly, official.) 5 x 8 cards, 2 ft., in 3 transfer cases. R. 1301. (3323)



176. STATISTICAL CORRESPONDENCE, May 1, 1934 to date. Copies of correspondence forwarded to district offices in Massachusetts. Filed geographically. (Daily, official.) 9 x 12 folders, 7 in., in drawer of wooden filing case. R. 1301. (3133)

177. MISCELLANEOUS CORRESPONDENCE, June 18, 1934 to date. Reports from local NRS offices relative to employment, engineers' reports, and correspondence concerning applicants for nonrelief work and contractors' equipment. Filed chronologically. (Daily, official.) 9 x 12 folders, 2 ft. 5 in., in 2 drawers of wooden filing case. Rs. 1305 and 1307. (2688, 3215)

178. CLOSED CLEARANCE ORDERS, Mar. 1, 1934 - Apr. 1, 1936. Completed requisitions for labor required on Massachusetts work projects. Filed numerically. 3 x 5 card index, 4 in. (Daily, official.) 9 x 12 folders, 7 ft. 6 in., in 4 drawers of wooden filing case. R. 1307. (3262)

179. NUMBERED BULLETINS, Mar. 3, 1934 to date. Mimeographed instructions sent to district managers and supervisors. Filed numerically. (Daily, official.) 9 x 12 folders, 2 ft., in drawer of wooden filing case. R. 1305. (2694)

180. REASSIGNMENT SLIPS, Apr. 1, 1934 to date. WPA Forms 402, copies of assignment and reassignment records of all persons obtaining employment on Federal and State relief projects. Filed alphabetically. (Daily, official.) 4 x 6 loose sheets, 11 ft. 5 in., in 8 drawers of wooden filing cases. R. 1307. (3207)

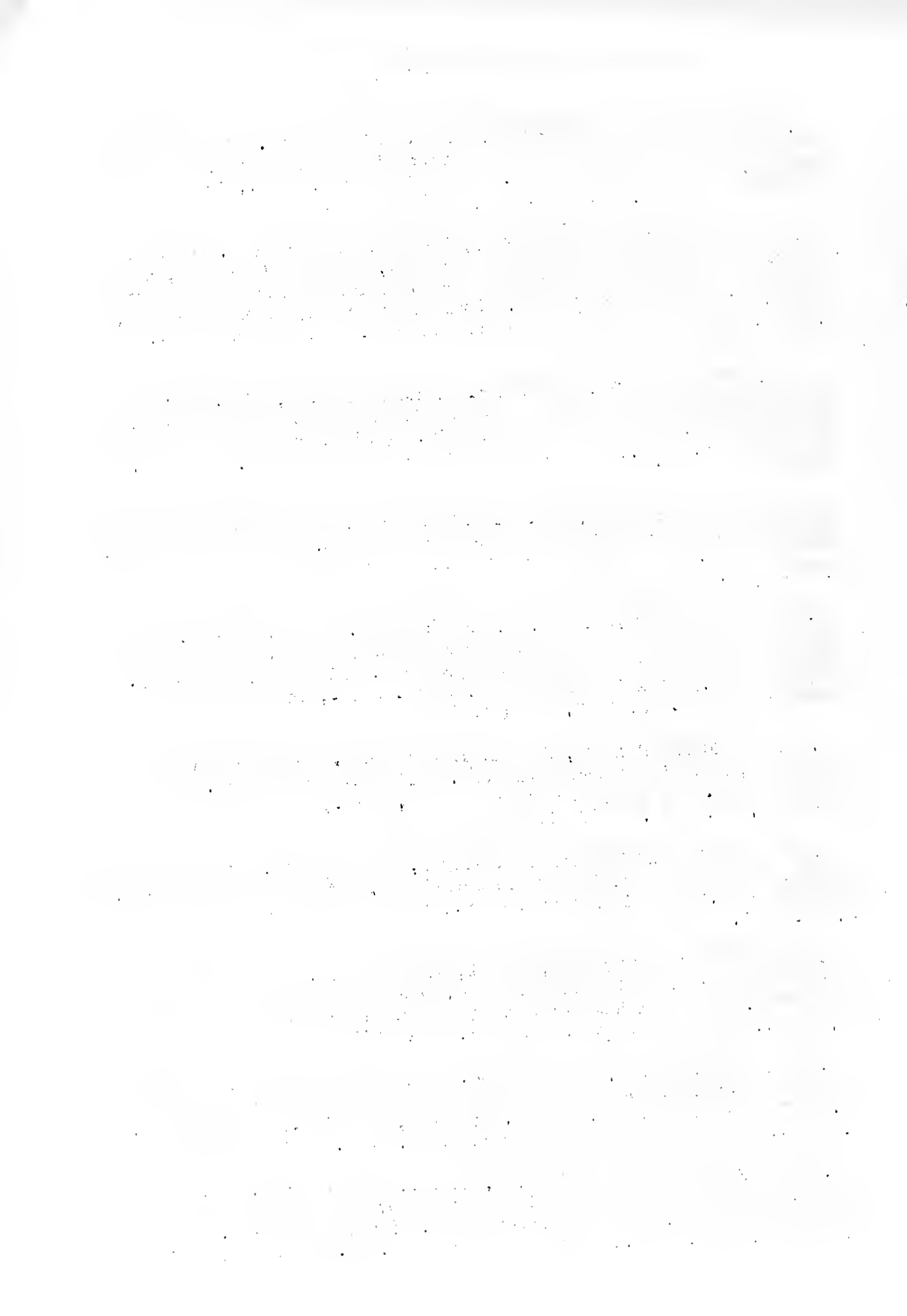
181. ITEMIZED LEAVE CARDS, July 1, 1934 to date. Confidential records of employees' absences from work. Filed alphabetically. (Daily, official.) 8 x 10 $\frac{1}{2}$  pockets and cards, 4 in., in drawer of card cabinet. R. 1301. (3211)

182. SUMMARY OF DAILY ACTIVITIES, July 1, 1934 to date. USES Forms 302, reports summarizing office activities. Filed chronologically. (Daily, official.) 9 x 12 folders, 4 in., in drawer of wooden filing case. R. 1301. (3322)

183. MEMORANDA OF EMPLOYMENT, July 2, 1934 to date. Original employment contracts, active and inactive, between the Government and NRS employees. Filed alphabetically. (Weekly, official.) 5 x 8 loose cards, 6 in., in transfer case. R. 1301. (3126)

184. DEAD FILE, Aug. 1, 1934 to date. USES Forms 310, registration cards of employable persons removed from the regular active and inactive files. Filed alphabetically. Index. (Weekly, official.) 5 x 8 cards, 1 ft. 6 in., in 2 drawers of transfer case. R. 1307. (3229)

185. CERTIFICATIONS OF ELIGIBILITY, Aug. 1, 1934 to date. FERA Forms 600, records of persons eligible for employment on Federal and State relief projects. Filed alphabetically. (Daily, official.) 5 x 8 loose forms, 9 ft. 6 in., in 10 transfer cases. R. 1307. (3348)





186. OPERATING COSTS AND CONTRIBUTED SERVICES, Sept. 16, 1934 to date. NRS Forms M-25 and M-26, tabulations of operating costs of NRS offices in Massachusetts and contributed space and equipment. Filed chronologically. (Daily, official.) 9 x 12 folders; 3 in., in drawer of wooden filing case. R. 1301. (3145)

187. REQUESTS FOR RELIEF EXEMPTIONS, Mar. 1, 1935 to date. Requests for trade, professional, and technical men not on Massachusetts relief rolls. Filed geographically. (Daily, official.) 9 x 12 folders, 5 in., in drawer of wooden filing case. R. 1307. (3216)

188. STATISTICAL BULLETINS, June 1, 1935 to date. Instructions and statistical data issued by this office to all other NRS offices in Massachusetts. Filed numerically. (Daily, official.) 9 x 12 folders, 2 ft., in drawer of wooden filing case. R. 1301. (3087)

189. WEEKLY SUMMARIES, July 1, 1935 to date. USES Forms 302 and NRS Forms M-7 summarizing activities of this office. Filed chronologically. (Daily, official.) 9 x 12 folders, 11 in., in drawer of wooden filing case. R. 1301. (3334)

190. LOCAL OFFICE ACTIVITIES, July 6, 1935 to date. Records of placements of persons in industrial and government work made by NRS. Filed chronologically. (Daily, official.) 9 x 12 folders, 8 in., in drawer of wooden filing case. R. 1307. (3383)

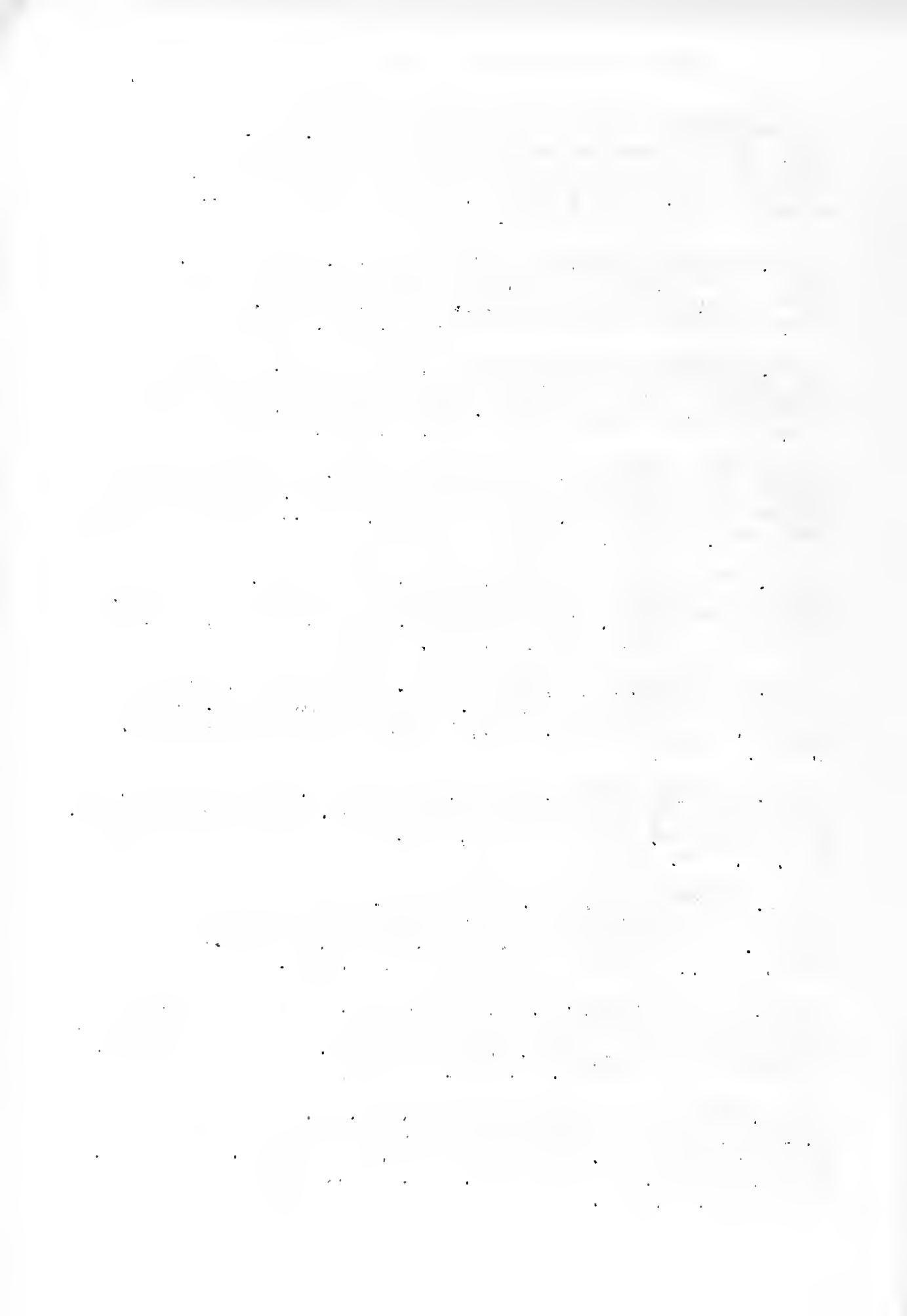
191. TRANSFERS, July 6, 1935 to date. USES Forms 37, transfers of men from one NRS office to another. Filed chronologically. (Daily, official.) 9 x 12 folders, 4 in., in drawer of wooden filing case. R. 1307. (3384)

192. PLACEMENT REPORTS, July 26, 1935 to date. USES Forms B-1, copies of placement reports made by this office. Filed chronologically. (Daily, official.) 9 x 12 folders, 5 in., in drawer of wooden filing case. R. 1307. (3231)

193. SKELETON FILE, Sept. 1935 to date. Registration cards used as means of identification to prevent duplication in assignments of workers. Filed alphabetically. Index. (Daily, official.) 5 x 8 cards, 10 in., in drawer of transfer case. R. 1307. (3582)

194. PENDING CASES, Oct. 10, 1935 to date. USES Forms 310, records of persons seeking work on relief projects which are awaiting approval. Filed alphabetically. Index. (Daily, official.) 5 x 8 cards, 4 in., in drawer of card cabinet. R. 1307. (3360)

195. MUNICIPAL PWA AND ERA PROJECTS, Oct. 25, 1935 to date. Forms P.W. 1-13, information on subcontracts (copies); Forms 9B-1, notices of contracts approved. Filed numerically. 6½ x 8½ vol. index, ¼ in. (Daily, official.) 9 x 12 folder, 3 ft. 8 in., in drawer of wooden filing case. R. 1307. (3487)



196. PERPETUAL INVENTORY, Nov. 16, 1935 to date. USES Forms 300, covering active registration files of NRS offices in Massachusetts. Arranged geographically. (Daily, official.) 5 x 8 loose cards, 4 ft., in 4 transfer cases. R. 1301. (3141)

197. OCCUPATIONAL CODE MANUAL, Nov. 26, 1935 to date. Instructions from Washington, D.C. governing code classifications of all NRS employees. Filed chronologically. (Daily, official.)  $8\frac{1}{2}$  x 11 loose-leaf books, 2 in., on top of desk. Papers torn and dirty. R. 1307. (3259)

198. PERSONNEL PUBLIC VOUCHERS, Jan. 1, 1936 to date. Forms 1012-A, vouchers used by personnel of NRS for travel and other expenses. Filed alphabetically. (Daily, official.) 9 x 12 folders, 1 ft. 6 in., in drawer of wooden filing case. R. 1301. (3238)

199. DAILY TIME SHEETS, Jan. 2, 1936 to date. Daily attendance records of NRS employees at this office and at 100 Nashua Street, Boston. Filed chronologically. (Daily, official.) 9 x 12 folders, 5 in., in drawer of wooden filing case. R. 1301. (3236)

200. REQUISITIONS, Jan. 31, 1936 to date. WPA Forms 401, requisitions for workers on various projects. Filed chronologically. (Daily, official.) 9 x 12 envelopes and folders, 1 ft. 5 in., in drawer of wooden filing case. R. 1307. (3230)

201. DAILY REPORTS, Feb. 1, 1936 to date. USES Forms 300, 301, and 302, reports of applications and placements at NRS office. Filed geographically. (Daily, official.) 9 x 12 folders, 8 ft. 2 in., in 3 drawers of wooden filing case. R. 1301. (3260)

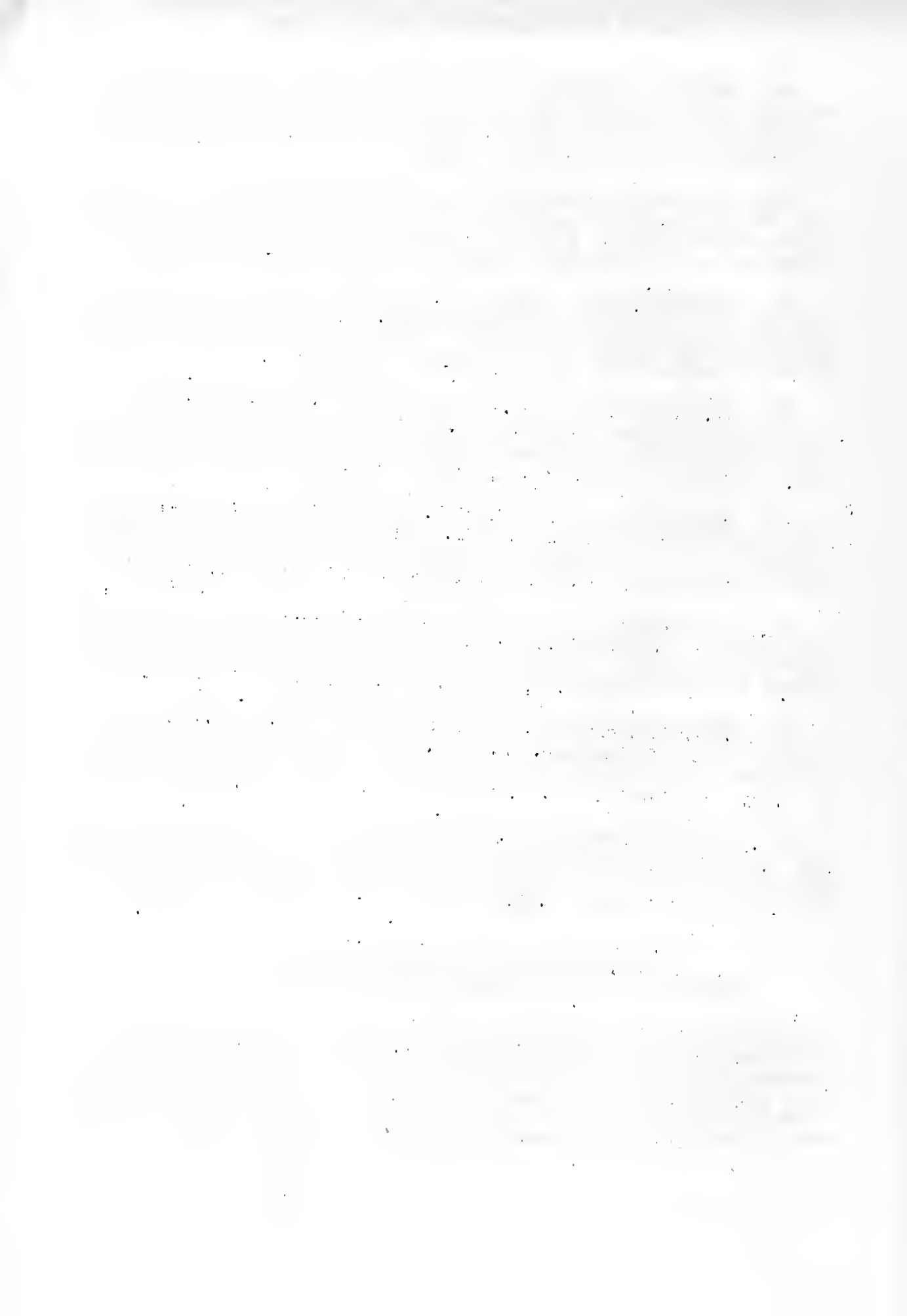
202. WEEKLY REPORTS, Feb. 8, 1936 to date. Forms B-3, reports of available contract equipment operators. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 ft., in drawer of wooden filing case. R. 1307. (3246)

203. CHECK RECEIPTS, Mar. 1, 1936 to date. Receipts for salary checks made out to NRS personnel in Massachusetts. Filed chronologically. (Weekly, official.) 4 x 6 loose papers, 6 in., in drawer of wooden filing case. R. 1301. (3068)

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MASSACHUSETTS STATE EMPLOYMENT SERVICE  
Massachusetts Public Works Bldg., 100 Nashua St.

This office was established on June 1, 1935 and is one of the eight Massachusetts State Employment Service offices cooperating with the National Reemployment Service. It operated as a State office prior to its affiliation with NRS. The administrative offices of the Massachusetts State Employment Service and the offices of a National Reemployment Service supervisor are both located on the ninth floor.



204. RECLASSIFICATION SLIPS, Aug. 11, 1932 to date. WPA Forms 404 showing name, address, identification number of employee, present occupation, wage, project; new occupation, wage, project, date effective (quintuplicates). Filed alphabetically. (Daily, official.) 4 x 6 slips, 2 ft. 3 in., in 2 drawers of wooden card cabinet. S. center, 9th floor. (2312)

205. APPLICANTS' IDENTIFICATION CARDS, July 9, 1933 to date. USES Forms 350 showing name, address, and identification number of applicant, age, height, weight, classification, and registration date; also, signatures of applicant and interviewer. Filed numerically. (Daily, official.) 3 x 5 cards, 85 ft. 2 in., in 36 drawers of metal card cabinets and in 31 drawers of wooden card cabinets. S. center, 9th floor. (2209)

206. REGISTRATION CARDS, Sept. 3, 1933 to date. USES Forms 311 showing name, address of applicant, occupational classification, physical description, marital status, number of dependents, past employment record, education, placement and referral record. Filed alphabetically. Index. (Daily, official.) 5 x 8 cards, 147 ft. 6 in., in 90 drawers of metal card cabinets, in 18 drawers of wooden card cabinets, and in 5 pasteboard boxes. Rs. 1, 4, 9, 10, 11, 12, and 13. (2273, 2151, 2267, 2280, 2272, 2274, 2269)

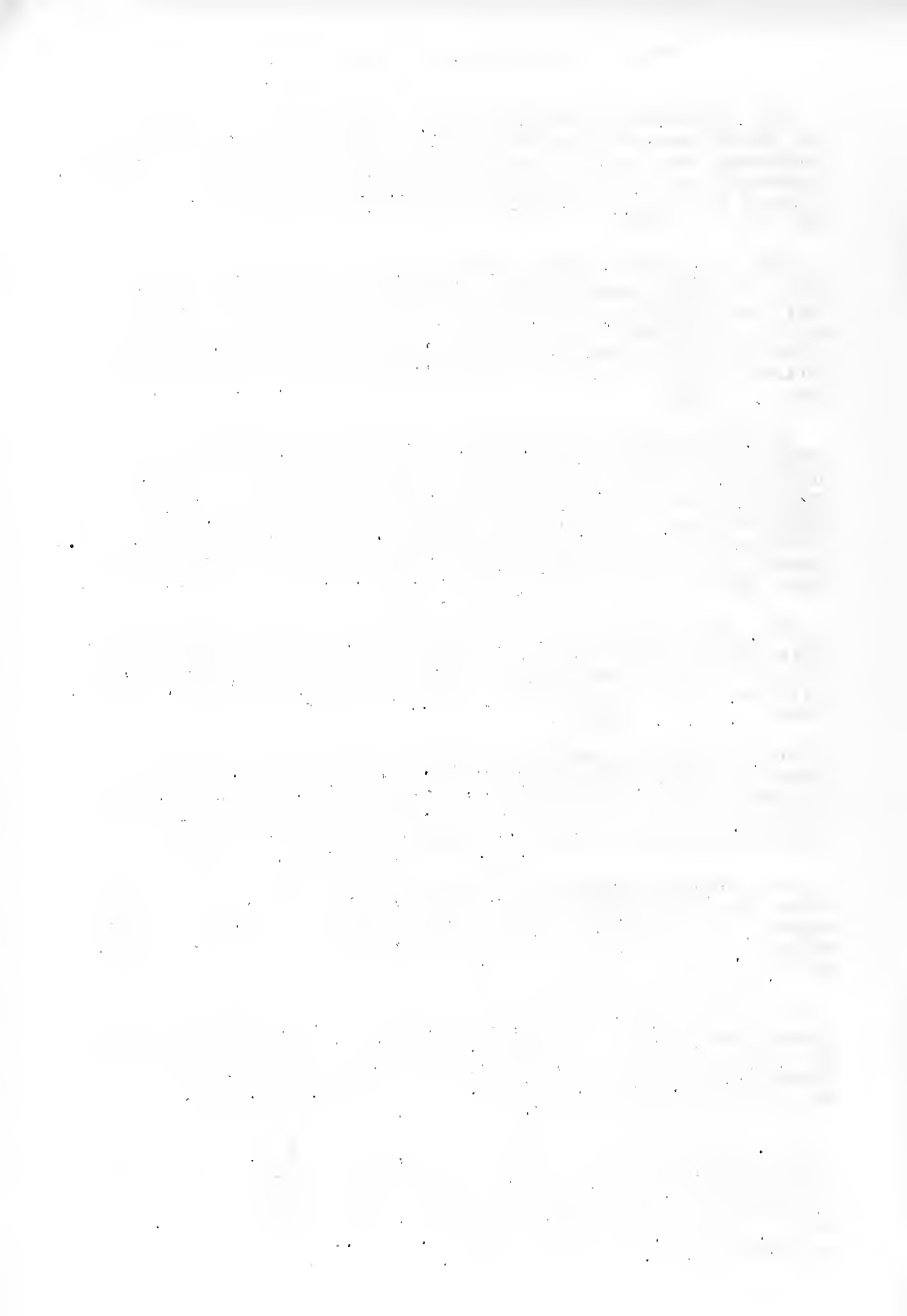
207. INDEX CARDS, Sept. 13, 1933 to date. USES Forms 315 showing name, address of applicant, and occupational classification; also, used as an index to registration cards. Filed alphabetically. (Daily, official.) 3 x 5 cards, 128 ft. 4 in., in 32 drawers of metal card cabinets. R. 1. (2235)

208. EMPLOYMENT RECORD CARDS, Nov. 26, 1933 to date. Name and address of worker, qualifications, age, education, nationality, number of years resident, and positions held. Filed alphabetically. (Daily, official.) 5 x 8 cards, 5 ft., in 2 drawers of wooden card cabinets and in metal drawer on table. S. center, 9th floor. (1736)

209. GENERAL CORRESPONDENCE, June 21, 1934 to date. Letters concerning pay rolls, expense accounts, clearance requests, civil service reports, and veterans' placement service. Filed by subject. (Daily, official.) 8 x 12 folders, 6 ft., in 4 drawers of metal filing case. R. 14. (2266)

210. WPA ASSIGNMENT SLIPS, June 1, 1935 to date. USES Forms 325 showing name, address of employee, identification number, date, occupation, project number and location, signature of employee. Filed alphabetically. (Daily, official.) 4 x 6 slips, 1 ft. 6 in., in drawer of metal card cabinet. S. center, 9th floor. (2976)

211. REASSIGNMENT WORK SLIPS, June 1, 1935 to date. WPA Forms 402 showing name, address of employee, identification number, old and new project numbers, date to report, occupation, rate of pay, description and location of project (quintuplicates). Filed alphabetically. (Daily, official.) 4 x 6 slips, 13 ft. 10 in., in 7 drawers of wooden card cabinets. S. center, 9th floor. (2208)



212. NONRELIEF PERSONS SENT OUT ON PWA PROJECTS, Aug. 1, 1935 to date. Name, occupation of person assigned, date of assignment, name of project, amount of wages. Filed alphabetically. (Daily, official.) 3 x 5 cards, 1 ft. 5 in., in 2 drawers of metal card cabinet. S. center, 9th floor. (2276)

213. PWA REQUISITIONS, Aug. 11, 1935 to date. Requisitions for workers for PWA projects. Filed numerically. Index. (Daily, official.) 9 x 12 folders, 8 in., in drawer of metal filing case. S. center, 9th floor. (1735)

214. CERTIFICATION SLIPS, Aug. 11, 1935 to date. FERA Forms 600 certification of eligibility for WPA work, name and address of applicant, race, case number, marital and relief status, date of certification. Filed alphabetically. (Daily, official.) 5 x 8 cards, 52 ft., in 10 drawers of metal filing cases and in 6 drawers of wooden card cabinets. S. center, 9th floor. (2271)

215. DIRECT FEDERAL REQUISITIONS, Aug. 11, 1935 to date. Requisitions for workers for Federal projects, other than PWA. Filed numerically. Index. (Daily, official.) 9 x 12 folders, 2 ft. 2 in., in drawer of metal filing case. S. center, 9th floor. (1732)

216. STATE WPA, CITY WPA, AND NYA, Aug. 11, 1935 to date. Requisitions for workers. Filed numerically. Index. (Daily, official.) 9 x 12 folders, 2 ft. 10 in., in 2 drawers of metal filing case. S. center, 9th floor. (1734)

217. REFERRAL CARDS, Aug. 11, 1935 to date. USES Forms 320, applicants' introductions to prospective employers showing names and addresses of employers and applicants and results of interviews. Filed alphabetically. (Daily, official.) 3 x 5 cards, 3 ft., in 3 drawers of wooden card cabinet. R. 12. (2275)

218. RECORD OF EMPLOYERS, Aug. 11, 1935 to date. USES Forms 315, record of applicants placed by men's industrial division showing names, and addresses of firms, positions open, wages, duties, names of applicants, dates referred, and results of interviews. Filed alphabetically. Index. (Daily, official.) 4 x 6 cards, 3 ft. 2 in., in 2 drawers of wooden card cabinet and in 2 drawers of metal card cabinet. R. 12. (2268)

219. RECORD OF EMPLOYERS, Aug. 11, 1935 to date. USES Forms 315, record of applicants placed by domestic, hotel, and industrial divisions showing names and addresses of firms, positions, wages, duties, names of applicants, dates referred, and results of interviews. Filed alphabetically. Index. (Daily, official.) 4 x 6 cards, 1 ft. 11 in., in drawer of metal card cabinet. R. 10. (2270)





220. RECORD OF EMPLOYERS, Aug. 11, 1935 to date. USES Forms 315, record of women applicants placed by women's industrial division showing names and addresses of firms, positions open, wages, duties, names of applicants, dates referred, and results of interviews. Filed alphabetically. Index. (Daily, official.) 4 x 6 cards, 11 in., in drawer of wooden card cabinet. R. 11. (2282)

221. STATISTICS, Jan. 2, 1936 to date. Compilations by WPA workers relative to labor in United States showing number of trade workers employed and unemployed, activities of industries, and amounts of money expended annually by industries. Filed by subject. (Daily, official.) 9 x 12 pockets, 5 ft. 2 in., on 3 open wooden shelves. S. center, 9th floor. (2211)

### BOURNE

#### NATIONAL REEMPLOYMENT SERVICE OFFICE OF THE DISTRICT MANAGER Town Hall, Old Bourne Bridge Road

This office was established in its present location in December 1933 to serve the towns of Barnstable, Bourne, Chilmark, Edgartown, Falmouth, Gay Head, Gosnold, Oak Bluffs, Sandwich, Tisbury, and West Tisbury; and it cooperates in these towns with the Massachusetts State Employment Service. Reports are sent to the Boston office of the State director.

222. CERTIFICATIONS, Dec. 1933 to date. FERA Forms 600 showing employment on FERA projects. Filed alphabetically and geographically. (Daily, official.) 5 x 8 cards, 4 ft. 4 in., in 4 wooden boxes. Employment Office. (28)

223. GENERAL CORRESPONDENCE, TRANSFERS, AND CLEARANCE ORDERS, AND USES AND NRS BULLETINS 1 to 149, Dec. 1933 to date. Correspondence from administrative office in Boston and WPA district office 4 at Fall River, transfers, and clearance orders, also bulletins. Filed numerically. (Seldon, official.) 8 x 10 $\frac{1}{2}$  envelopes and folders, 7 in., in desk drawers. Employment Office. (29)

224. MISCELLANEOUS REPORTS, Dec. 1933 to date. Standard USES and NRS Forms containing miscellaneous information. Filed chronologically. (Seldon, official.) Various sized papers, 2 ft., in wooden box. Employment Office. (30)

225. MISCELLANEOUS REPORTS, BOURNE, Dec. 1933 to date. USES Forms 300, inventory of active file of applications; USES Forms 302, monthly report of daily activities to Boston office; miscellaneous WPA and NRS forms for Dukes County; also, daily reports, referrals, and tally sheets. Filed chronologically. (Weekly, official.) 9 x 12 folders, 1 ft. 4 in., in desk drawers. Employment Office. (32)



226. IDENTIFICATION CARDS, Dec. 1933 to date. USES Forms 350. Filed alphabetically. (Daily, official.)  $2\frac{1}{2}$  x 4 cards, 5 ft. 4 in., in wooden box. Employment Office. (34)

227. REQUISITION SHEETS, BOURNE, Dec. 1933 to date. WPA Forms 401, NRS-B-1, and NRS-B-5; also, correspondence from contractors and copies of USES Forms 325. Filed alphabetically. (Seldom, official.) 8 x  $10\frac{1}{2}$  envelopes, 8 in., in wooden box. Employment Office. (33)

228. REGISTRATIONS, Dec. 1933 to date. USES Forms 310, 311, and 312, information concerning applicants for employment. Filed geographically and alphabetically. 3 x 5 card index, 7 ft. 3 in. (Daily, official.) 5 x 8 cards, 8 ft.  $10\frac{1}{2}$  in., in 10 wooden boxes. Employment Office. (31)

### BROCKTON

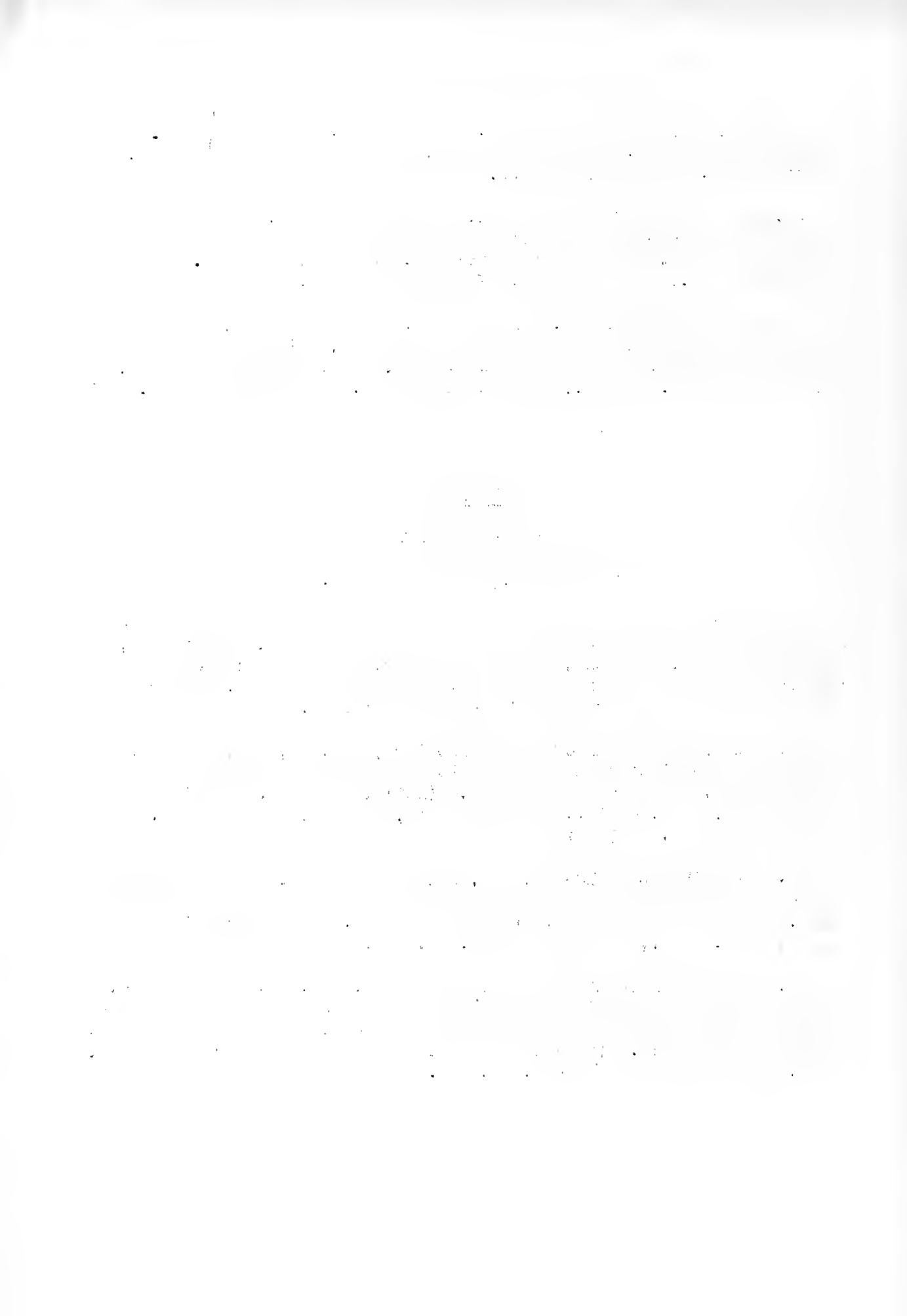
#### NATIONAL REEMPLOYMENT SERVICE OFFICE OF THE DISTRICT MANAGER Post Office Bldg., 43 Crescent St.

This office was established in its present location in November 1933 to serve the city of Brockton and the towns of Abington, Bridgewater, East Bridgewater, Rockland, West Bridgewater, and Whitman; and it cooperates with the Massachusetts State Employment Service. Reports are sent to the Boston office of the State Director.

229. MISCELLANEOUS RECORDS AND MEMORANDA, Nov. 27, 1933 to date. Relating to adjudication and disposition of incomplete and pending current cases. Filed alphabetically. (Daily, official.) Various sized papers, 7 ft.  $6\frac{1}{2}$  in., on top of desk, in desk, and on table. Office of Manager. (237)

230. MISCELLANEOUS RECORDS, Nov. 27, 1933 to date. Case histories of applicants compiled by interviewers, and indicating proper classifications. Filed alphabetically. (Daily, official.) Various sized papers, 5 ft. 3 in., on top of desks. R. 206. (239)

231. NATIONAL REEMPLOYMENT SERVICE RECORDS, Nov. 27, 1933 to date. Case histories of nonrelief workers, WPA workers seeking better employment, certified WPA workers, noncertified workers, and other applicants. Filed alphabetically. (Daily, official.) 3 x 5 and 5 x 8 cards, 59 ft. 11 in., in metal card cabinets. R. 202. (238)



CAMBRIDGENATIONAL REEMPLOYMENT SERVICE  
OFFICE OF THE DISTRICT MANAGER  
Cambridge Municipal Bldg., Green St.

This office, established in June 1934 to serve the city of Cambridge, cooperates with the Massachusetts State Employment Service. Reports are sent to the Boston office of the State Director.

232. INDEX FOR REGISTRATION FORMS, June 1, 1934 to date. USES Forms 321, showing where registration cards are filed and affording source of ready information of applicants' occupational classifications, renewals, further interviews, changes of addresses and telephone numbers, names of applicants, and primary and secondary occupations. Filed alphabetically. (Daily, official.) 3 x 5 cards, 15 ft. 4 in., in 2 drawers of metal filing case and in 10 wooden drawers on open wooden shelf. R. 219. (25)

233. APPLICANTS' IDENTIFICATION CARDS, June 1, 1934 to date. USES Forms 350 showing identification numbers, names of applicants, physical descriptions, occupational classifications, registration dates, and signatures of applicants and interviewers. Filed numerically. (Daily, official.) 5 x 5 cards, 6 ft. 7 in., in 4 wooden drawers on open wooden shelf. R. 219. (27)

234. CERTIFICATION OF ELIGIBILITY, June 1, 1934 to date. WPA Forms 600 showing applicants' names, telephone and case numbers, addresses, physical descriptions, relief districts, counties, nationalities, dates of certification, marital status, number of dependents and their relationship to heads of families, priority ranking, comments, and signatures of applicants and interviewers (triplicate). Filed alphabetically. (Daily, official.) 5 x 8 cards, 4 ft. 10 in., in 5 wooden drawers on open wooden shelf. R. 219. (32)

235. CORRESPONDENCE RECORDS, June 1, 1934 to date. Correspondence, largely with other NRS agencies, concerning requisitions, corrections on application numbers, memoranda on administrative affairs, and statistical bulletins. Filed by subject. (Daily, official.) 9 x 11 papers, 2 ft. 10 in., in 5 drawers of metal filing case. R. 219. (30)

236. REGISTRATION FORMS, June 1, 1934 to date. USES Forms 310, 311, and 312, registrations of applicants for skilled, industrial, commercial, professional, and domestic work, giving names and addresses, occupational classifications, physical descriptions, marital status, number of dependents, past employment records, educational histories, placement and referral records. Filed alphabetically. (Daily, official.) 5 x 8 cards, 15 ft. 10 in., in 20 wooden drawers on 3 open wooden shelves. R. 219. (26)

237. REASSIGNMENT SLIPS, June 1, 1934 to date. WPA Forms 402 listing assignments, reassignments, and transferral records, and showing employees' names and identification numbers, addresses, dates, case numbers, ages, sexes, relief districts, old and new project numbers, occupational classifications, names of foremen, and signatures of applicants (6 copies). Filed alphabetically. (Monthly, official.) 4 x 6 papers, 5 ft., in drawer of wooden desk. R. 219. (29)



238. WORKS PROGRAM ASSIGNMENT SLIPS, June 1, 1934 to date. USES Forms 325, record of assignments of relief workers, showing names and addresses, physical descriptions, case, identification, code, and project numbers, relief status and districts, names of assignment officials, project locations, and signatures of workers (6 copies). Filed alphabetically. (Daily, official.) 4 x 6 papers, 11 in., in wooden drawer on top of wooden desk. R. 219. (28)

239. STATISTICAL REPORTS, June 1, 1934 to date. USES Forms 300, 301, and 302, daily reports of applications, reports of placements, and summaries of activities, and showing weekly totals of men, women, and veterans interviewed, reinterviews, requisitions, and field visits. Filed chronologically. (Daily, official.)  $5\frac{1}{2}$  x 8 papers and 9 x 11 envelopes, 1 ft. 10 in., in drawer of wooden desk. R. 219. (31)

#### CHELSEA

##### NATIONAL REEMPLOYMENT SERVICE OFFICE OF THE DISTRICT MANAGER

Williams School Bldg., Fifth and Walnut Sts.

This office was established in September 1933 in the City Hall, Broadway, to serve the city of Chelsea and cooperates with the Massachusetts State Employment Service. In April 1934 it was moved to the Carey School on Walnut Street and in March 1935 was again moved to its present location. Reports are sent to the Boston office of the State Director.

240. GENERAL CORRESPONDENCE, Mar. 1, 1933 to date. Correspondence with business firms and directors of employment regarding openings for employment, references, and placement of applicants; also, daily and weekly progress reports of this office. Filed chronologically. (Daily, official.)  $9\frac{1}{2}$  x 12 pockets, 1 ft. 10 in., on table. NE. room, basement. (457)

241. REGISTRATIONS, Sept. 1, 1933 to date. USES Forms 310, 311, and 312, active and inactive records of industrial and professional workers, tradesmen, domestics, and veterans seeking employment, and showing names, addresses, ages, nationalities, years of residence, occupations, education, experience, and dependents. Filed numerically by code numbers. 3 x 5 card index, 5 ft. 11 in. (Daily, official.) 5 x 8 cards, 12 ft. 3 in., in 11 drawers of metal card cabinet. NE. room, basement. (458, 454, 464, 463)

242. IDENTIFICATION CARDS, June 1, 1935 to date. USES Forms 350 recording names of applicants, numbers, addresses, ages, heights, weights, classifications, dates of registration, district numbers, signatures of applicants and interviewers (duplicates). Filed numerically. (Daily, official.) 3 x 5 cards, 3 ft., in 2 wooden boxes. NE. room, basement. (460)





243. ASSIGNMENT SLIPS, Aug. 20, 1935 to date. USES Forms 325 giving assignments to WPA work, and showing names, addresses, and identification numbers of applicants, numbers and locations of projects (duplicates). Filed alphabetically. (Daily, official.) 4 x 6 papers, 1 ft., in drawer of metal card cabinet. NE. room, basement. (455)

244. NOTICES OF TERMINATION OF EMPLOYMENT, Aug. 20, 1935 to date. WPA Forms 403 showing names, addresses, identification and case numbers of employees, dates, and reasons for action. Filed alphabetically. (Daily, official.) 4 x 6 papers, 1 ft., in drawer of metal card cabinet. NE. room, basement. (461)

245. REASSIGNMENT SLIPS, Aug. 20, 1935 to date. WPA Forms 402 showing names, addresses, identification and case numbers, occupations of applicants, dates, and new and old project numbers. Filed numerically. (Daily, official.) 4 x 6 papers, 1 ft. 1 in., in drawer of metal card cabinet. NE. room, basement. (459)

246. RECLASSIFICATION SLIPS, Aug. 20, 1935 to date. WPA Forms 404 showing changes of occupational status on the same project and giving names and addresses of employees, new classifications, dates effective, project numbers, and locations. Filed alphabetically. (Daily, official.) 4 x 6 papers, 1 ft. 5 in., in drawer of metal card cabinet. NE. room, basement. (456)

247. CERTIFICATION OF ELIGIBILITY, Sept. 1, 1935 to date. FERA Forms 600 and 601 (superseded respectively by Mass. WPA Forms 55 and 56), certifying eligibility for relief and showing names and addresses of applicants, dependents and their relationship and ages, sexes, and occupations of applicants. Filed alphabetically. (Daily, official.) 5 x 8 cards and papers, 3 ft. 2 in., in 2 drawers of metal card cabinet. NE. room, basement. (462)

#### CLINTON

##### NATIONAL REEMPLOYMENT SERVICE OFFICE OF THE DISTRICT MANAGER Town Hall Bldg., Church St.

This office, established in November 1933 in its present location to serve the towns of Bolton, Boxboro, Clinton, Harvard, and Lancaster, cooperates with the Massachusetts State Employment Service. Reports are made to the Boston office of the State Director.

248. CERTIFICATES OF ELIGIBILITY, Nov. 29, 1933 to date. Mass. WPA Forms 56, eligibility certificates of applicants for work relief and showing their names, addresses, dependents, sexes, occupations, and education. Filed alphabetically. (Daily, official.) 5 x 8 papers, 2 ft. 8 in., in 2 drawers of wooden card cabinet. W. room, 2d floor. (6)



249. REGISTRATIONS, Nov. 29, 1933 to date. USES Forms 310, registrations of tradesmen; USES Forms 311, domestics; USES Forms 312, veterans; showing names and addresses of registrants, dates of birth, nationalities, years in town, occupations and education; also, registrations of women applicants for employment. Filed alphabetically. 3 x 5 card index, 5 ft. (Daily, official.) 5 x 8 cards, 7 ft. 11 in., in 7 drawers of wooden card cabinets. W. room, 2d floor. (4, 12, 8, 13)

250. REQUISITIONS FOR WORKERS, Nov. 29, 1933 to date. USES Forms 315, requisitions by private employers. Filed alphabetically. (Daily, official.) 4 x 6 cards, 1 ft. 9 in., in drawer of wooden card cabinet. W. room, 2d floor. (10)

251. NOTICES OF TERMINATION OF EMPLOYMENT, Nov. 29, 1933 to date. Names and addresses of employees, identification numbers, case numbers, and reasons for lay-off. Filed alphabetically. (Daily, official.) 4 x 6 papers, 6 in., in drawer of wooden card cabinet. W. room, 2d floor. (16)

252. DAILY TALLY SHEETS, Nov. 29, 1933 to date. USES Forms 303A and 303B, tally sheets of interviewers, listing towns covered, number of interviews, industrial classifications, openings, placements, and applications. Filed chronologically. (Daily, official.) 10 x 12 envelopes, 8 in., in drawer of wooden filing case. W. room, 2d floor. (17)

253. MISCELLANEOUS CORRESPONDENCE, Nov. 29, 1933 to date. Correspondence concerning code numbers, clearance orders, requisitions, interviews, and placing of applicants. Filed alphabetically. (Daily, official.) 9 x 12 folders, 1 ft. 11 in., in drawer of wooden filing case. W. room, 2d floor. (14)

254. RECLASSIFICATION SLIPS, Dec. 8, 1933 to date. WPA Forms 404 listing names, addresses, code numbers, reclassifications, and new wage rates of registrants. Filed numerically. (Daily, official.) 4 x 6 papers, 2 ft. 2 in., in 2 drawers of wooden card cabinet. W. room, 2d floor. (15)

255. IDENTIFICATION CARDS, Dec. 10, 1933 to date. USES Forms 350 showing names, addresses, ages, heights, weights, identification numbers, classifications, dates of registration, and case numbers. Filed alphabetically. (Daily, official.) 3 x 5 cards, 3 ft. 10 in., in 2 drawers of wooden card cabinet. W. room, 2d floor. (11)

256. ASSIGNMENT SLIPS, Dec. 20, 1933 - Apr. 2, 1936. USES Forms 325 giving project numbers, places, dates, identification numbers, names of foremen, and kinds of work. Filed alphabetically. (Daily, official.) 4 x 6 papers, 2 ft. 1 in., in 2 drawers of wooden card cabinet. W. room, 2d floor. (5)



257. REASSIGNMENT SLIPS, Jan. 4, 1934 to date. WPA Forms 402 showing names of applicants, addresses, identification numbers, and names of projects. Filed numerically. (Daily, official.) 4 x 6 papers, 8 in., in drawer of wooden card cabinet. W. room, 2d floor. (9)

258. BALANCE OF ACTIVE APPLICATIONS, Nov. 23, 1936 to date. Showing location and name of district; total male, female, and veteran applicants; also, reinterviews and placements in private and public employment. Filed chronologically. (Daily, official.) 9 x 12 folders, 8 in., in drawer of wooden filing case. W. room, 2d floor. (7)

### FALL RIVER

NATIONAL REEMPLOYMENT SERVICE  
OFFICE OF THE DISTRICT MANAGER  
U.S. Custom House and Post Office Bldg.  
Pocasset and Second Sts.

This office was established in November 1933 in the City Hall, South Main Street, to serve the city of Fall River and the towns of Freetown, Somerset, Swansea, and Westport. In 1935 it was located in the District Court House, Rock Street, and in 1936 it was moved to its present location. Reports are sent to the Boston office of the State director, and it cooperates with the Massachusetts State Employment Service.

259. APPLICANTS' IDENTIFICATION CARDS, Nov. 16, 1933 to date. USES Forms 350, general labor groups showing identification numbers of individuals, names, addresses, ages, heights, weights, primary and secondary classifications, registration dates; notices that letters of introduction must accompany cards, signatures of applicants and interviewers. Filed alphabetically. (Daily, official.) 3 x 6 cards, 45 ft., in 27 drawers of wooden card cabinets. R. 2. (524)

260. CERTIFICATIONS OF ELIGIBILITY FOR WORK, Nov. 16, 1935 to date. FERA Forms 600, case histories of individuals certified and eligible for relief work in district 4 (triplicates). Filed alphabetically. (Daily, official.) 5 x 3 papers, 56 ft. 3 in., in 45 drawers of wooden filing cases. R. 2. (502)

261. CROSS INDEX, Nov. 16, 1933 to date. USES Forms 321, general classification of registered applicants, giving names, addresses, occupational classifications, secondary classifications, telephone numbers, identification numbers, ages, sexes; also states if applicants are war veterans. Filed alphabetically. Index. (Daily, official.) 3 x 5 cards, 21 ft. 8 in., in 13 drawers of wooden card cabinets. R. 2. (487)



262. MASTER SHEETS, Nov. 16, 1933 to date. WPA Forms, histories of applicants who have been referred to WPA projects in district 4, showing names and addresses, identification and case numbers, ages, sexes, hours and dates to report, occupations to which assigned, codes, monthly salaries, and whether reassigned. Filed chronologically. (Daily, official.) 9 x 12 papers, 1 ft. 3 in., in drawer of wooden filing case. R. 2. (508)

263. REQUISITION SHEET FOR WORKERS, Nov. 16, 1933 to date. WPA Forms 401 showing number of workers required for projects, descriptions of projects; special requirements as to qualifications for work, rates per hour and month, dates, hours, and places to report. Filed chronologically. (Daily, official.) 9 x 12 papers, 1 ft. 3 in., in drawer of wooden filing case. R. 2. (506)

264. REGISTRATION CARDS, Nov. 16, 1933 to date. USES Forms 310, 311, 313, and 314, registration cards indicating occupational classification of applicants. Filed alphabetically. (Daily, official.) 5 x 8 cards, 18 ft. 9 in., in 15 drawers of wooden filing cases. R. 2. (489)

265. SUPPLEMENTARY REGISTRATION CARDS, Nov. 16, 1933 to date. USES Forms 312, case histories of applicants, including employment records, educational histories, placements, and referral records. Filed alphabetically. (Daily, official.) 5 x 8 cards, 3 ft. 9 in., in 3 drawers of wooden filing case. R. 2. (507)

### FITCHBURG

#### NATIONAL REEMPLOYMENT SERVICE OFFICE OF THE DISTRICT MANAGER

U.S. Post Office Bldg., Wallace Ave. and Elm St.

This office was established in November 1933 to serve the cities of Fitchburg, Gardner, and Leominster, and the towns of Ashburnham, Ashby, Ayer, Groton, Lunenburg, Pepperell, Princeton, Shirley, Sterling, Townsend, Westminster, and Winchendon. Reports are sent to the Boston office of the State director, and it cooperates with the Massachusetts State Employment Service.

266. CERTIFICATES OF ELIGIBILITY, Nov. 13, 1933 to date. WPA Forms 56 showing names and addresses of eligible persons, dependents, relationships, sexes, occupations, education, and other pertinent facts. Filed alphabetically. (Daily, official.) 5 x 8 papers, 5 ft. 9 in., in 4 drawers of wooden card cabinet. R. 8. (60)

267. ASSIGNMENT SLIPS, Nov. 13, 1933 to date. USES Forms 325 showing names, addresses, identification and project numbers, and locations of projects. Filed alphabetically. (Daily, official.) 4 x 6 papers, 3 ft., in 2 drawers of wooden card cabinet. R. 8. (56)





268. IDENTIFICATION CARDS, Nov. 13, 1933 to date. USES Forms 350 showing names of applicants, addresses, ages, heights, weights, classifications, dates registered, district numbers, and applicants' signatures. Filed numerically. (Daily, official.) 3 x 5 cards, 6 ft., in 3 drawers of wooden card cabinet. R. 8. (57)

269. MALE REGISTRATIONS, ACTIVE, Nov. 13, 1933 to date. USES Forms 310, 311, and 312, showing names and addresses of registrants, ages, nationalities, occupations, education, experience, and number of dependents. Filed alphabetically. (Daily, official.) 5 x 8 cards, 12 ft. 6 in., in 5 drawers of wooden card cabinet. R. 8. (58)

270. MALE REGISTRATIONS, INACTIVE, Nov. 13, 1933 to date. USES Forms 310, 311, and 312, showing names and addresses of registrants, ages, nationalities, occupations, education, experience, and number of dependents. Filed alphabetically. (Seldom, official.) 5 x 8 cards, 12 ft. 6 in., in 5 drawers of wooden card cabinet. R. 8. (62)

271. FEMALE REGISTRATIONS, ACTIVE, Nov. 13, 1933 to date. USES Forms 310, 311, and 312, showing names and addresses of registrants, ages, nationalities, occupations, education, experience, and number of dependents. Filed alphabetically. (Daily, official.) 3 x 5 cards, 4 ft. 7 in., in 5 drawers of wooden card cabinet. R. 8. (61)

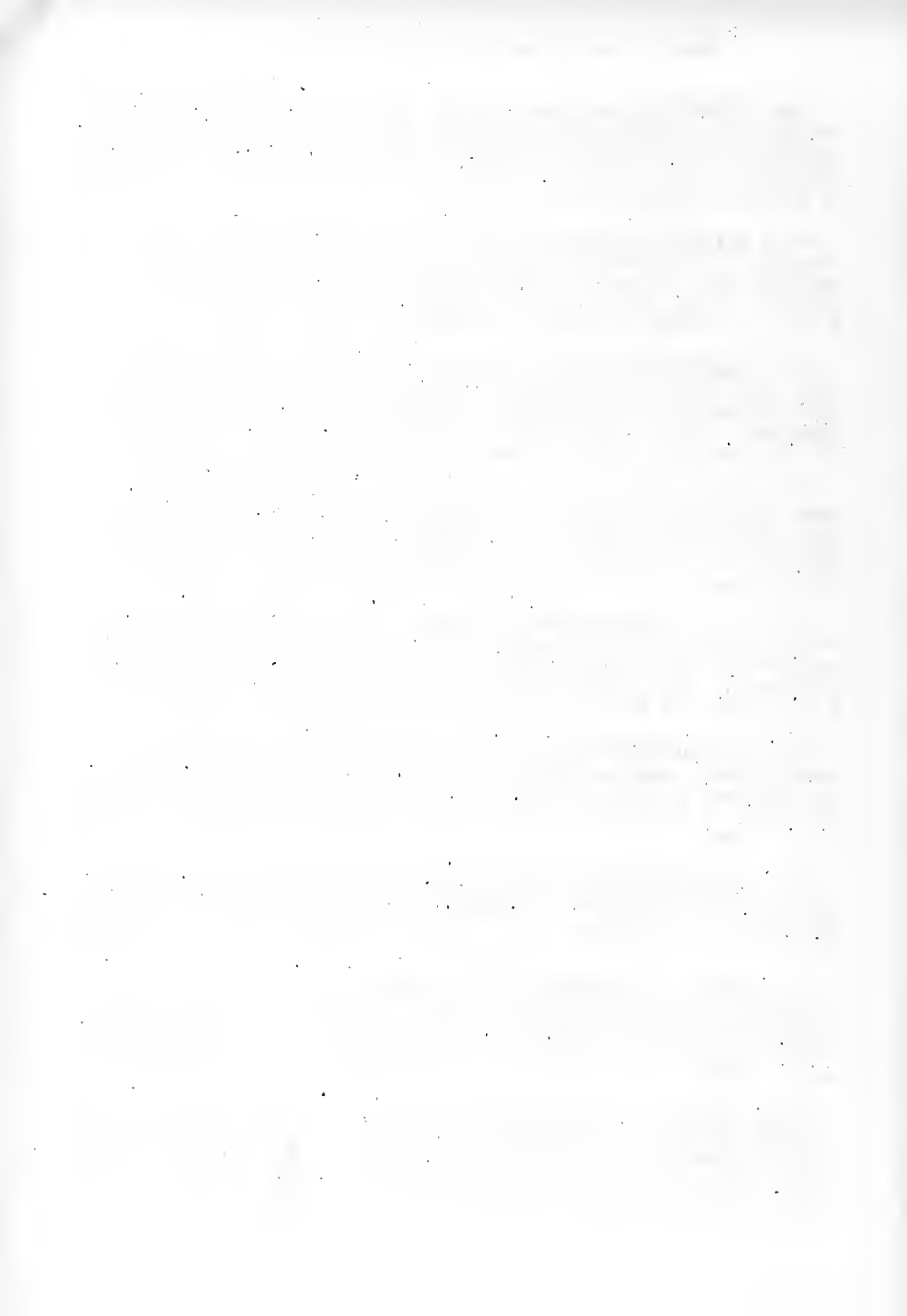
272. FEMALE REGISTRATIONS, INACTIVE, Nov. 13, 1933 to date. USES Forms 310, 311, and 312, showing names and addresses of registrants, ages, nationalities, occupations, education, experience, and number of dependents. Filed alphabetically. (Seldom, official.) 5 x 8 cards, 6 ft. 4 in., in 4 drawers of wooden card cabinet. R. 8. (59)

273. REASSIGNMENT SLIPS, Nov. 13, 1933 to date. WPA Forms 402 showing dates, names and addresses of registrants, identification and case numbers, new and old project numbers. Filed numerically. (Daily, official.) 4 x 6 papers, 3 ft. 4 in., in 3 drawers of wooden card cabinet. R. 8. (48)

274. RECLASSIFICATION SLIPS, Nov. 13, 1933 to date. WPA Forms 404 showing reclassifications of employees. Filed alphabetically. (Daily, official.) 4 x 6 papers, 2 ft. 7 in., in 2 drawers of wooden card cabinet. R. 8. (53)

275. NOTICES OF TERMINATION OF EMPLOYMENT, Nov. 13, 1933 to date. WPA Forms 403 showing names and addresses of employees, dates, case numbers, and reasons for lay-off. Filed alphabetically. (Daily, official.) 4 x 6 papers, 2 ft. 3 in., in 2 drawers of wooden card cabinet. R. 8. (54)

276. GENERAL CORRESPONDENCE, INQUIRIES, Nov. 23, 1933 to date. Consisting of letters from applicants for work, and correspondence of this office in canvassing private industries for positions in which applicants can be placed. Filed chronologically. (Daily, official.) 9 x 12 folders, 4 ft. 8 in., in 3 drawers of metal filing cases. R. 8. (12)



277. REQUISITIONS FOR HELP, Nov. 23, 1933 to date. USES Forms 315, employers' requisitions for workers, stating types of persons wanted, duties, and hours of work. Filed alphabetically. (Daily, official.) 4 x 6 cards, 2 ft. 5 in., in 2 drawers of wooden card cabinet. R. 8. (55)

278. DAILY REPORTS ON APPLICATIONS FOR EMPLOYMENT, Nov. 23, 1933 to date. USES Forms 301 and 302, daily reports from local reemployment branch State employment office relating to applications for work. Filed alphabetically. (Daily, official.) 9 x 12 folders, 3 ft. 6 in., in 2 drawers of metal filing case. R. 8. (15)

279. MISCELLANEOUS CORRESPONDENCE, Dec. 1, 1933 to date. Correspondence pertaining to changes in code numbers, clearance orders, requisitions, placing of applicants, district instructions, and other matters. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 ft. 10 in., in 2 drawers of wooden filing case. R. 8. (51)

280. BALANCE OF ACTIVE APPLICATIONS, Feb. 2, 1934 to date. Showing number of towns, total male, female, and veteran applications, reinterviews, and placements. Filed chronologically. (Daily, official.) 9 x 12 folders, 10 in., in drawer of wooden filing case. R. 8. (52)

281. REQUISITIONS FOR WORKERS, May 6, 1936 to date. WPA Forms 401 showing names of workers, their sexes, and occupations; rates per hour, dates, hours and places to report. Filed chronologically. (Daily, official.) 9 x 12 folders, 8 in., in drawer of wooden filing case. R. 8. (50)

282. REINTERVIEWING PROGRAM, Sept. 8, 1936 to date. Reports of interviewers showing towns, dates, periods covered, number of interviews, total calls, number of certified workers, and number unemployed. Filed chronologically. (Daily, official.) 9 x 12 folders, 4 in., in drawer of wooden filing case. R. 8. (49)

#### FRAMINGHAM

NATIONAL REEMPLOYMENT SERVICE  
OFFICE OF THE DISTRICT MANAGER  
Memorial Bldg., Concord St.

This office was established in its present location in November 1933 to serve the city of Marlboro, and the towns of Ashland, Framingham, Holliston, Hopkinton, Hudson, Sherborn, Stow, and Wayland. It cooperates with the Massachusetts State Employment Service. Reports are sent to the Boston office of the State director.



283. MALE REGISTRATIONS, ACTIVE, Nov. 25, 1933 to date. USES Forms 310, 311, and 312, showing names and addresses of registrants, ages, nationalities, occupations, education, experience, and number of dependents. Filed alphabetically. (Daily, official.) 5 x 8 cards, 5 ft. 5 in., in 4 drawers of wooden card cabinet. R. 17. (38)

284. FEMALE REGISTRATIONS, ACTIVE, Nov. 25, 1933 to date. USES Forms 310, 311, and 312, showing names and addresses of registrants, ages, nationalities, occupations, education, experience, and number of dependents. Filed alphabetically. (Daily, official.) 5 x 8 cards, 5 ft. 6 in., in 3 drawers of wooden card cabinet. R. 17. (34)

285. MALE REGISTRATIONS, INACTIVE, Nov. 29, 1933 to date. USES Forms 310, 311, and 312, showing names and addresses of registrants, dates of birth, nationalities, years resident in town, occupations, and education. Filed alphabetically. (Seldom, official.) 5 x 8 cards, 6 ft. 4 in., in 4 drawers of wooden card cabinet. R. 17. (37)

286. FEMALE REGISTRATIONS, INACTIVE, Nov. 29, 1933 to date. USES Forms 310, 311, and 312, showing names and addresses of registrants, dates of birth, nationalities, years resident in town, occupations, and education. Filed alphabetically. (Seldom, official.) 5 x 8 cards, 4 ft. 7 in., in 2 drawers of wooden card cabinet. R. 17. (41)

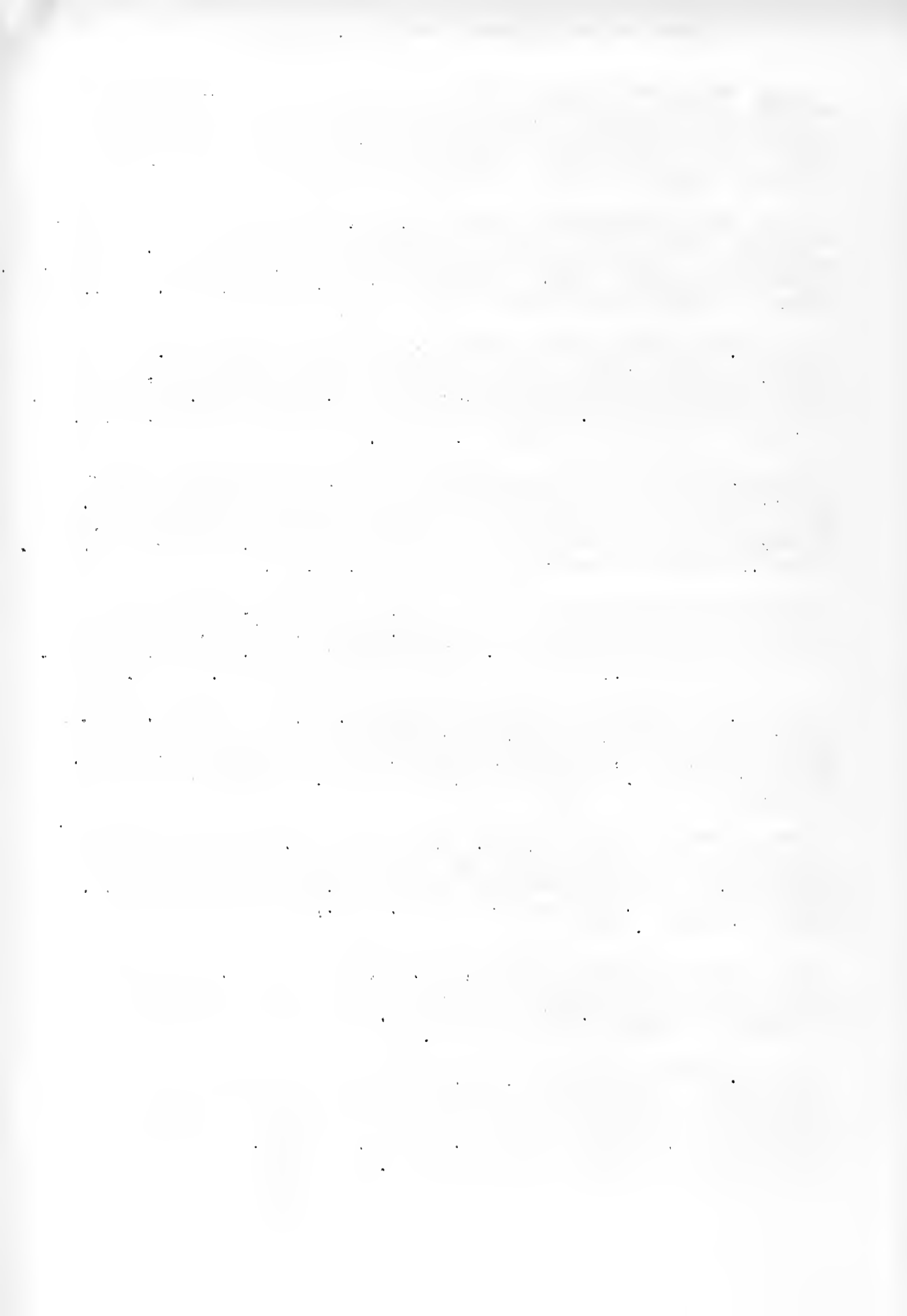
287. IDENTIFICATION CARDS, Nov. 29, 1933 to date. USES Forms 350 showing names of applicants, addresses, heights, weights, classifications, and registration dates. Filed alphabetically. (Daily, official.) 3 x 5 cards, 7 ft., in 4 drawers of wooden card cabinet. R. 17. (43)

288. CERTIFICATIONS OF ELIGIBILITY, Nov. 29, 1933 to date. Mass. WPA Forms 56 showing names and addresses of eligible persons, number of dependents, sexes, occupations, and education. Filed alphabetically. (Daily, official.) 5 x 8 papers, 7 ft. 11 in., in 2 drawers of wooden filing case. R. 17. (40)

289. ASSIGNMENT SLIPS, Nov. 29, 1933 to date. USES Forms 325 showing project numbers, places, time and dates to report, identification numbers, names of foremen, and types of work. Filed alphabetically. (Daily, official.) 4 x 6 papers, 4 ft. 7 in., in drawer of metal card cabinet. R. 17. (42)

290. RECLASSIFICATION SLIPS, Nov. 29, 1933 to date. WPA Forms 404 showing reclassifications of employees as to rank or type of work. Filed alphabetically. (Daily, official.) 4 x 6 papers, 4 ft. 6 in., in 3 drawers of wooden card cabinet. R. 17. (44)

291. REASSIGNMENT SLIPS, Nov. 29, 1933 to date. WPA Forms 402 showing names and addresses of applicants, identification numbers, occupations, case numbers, new and old project numbers, and names of new projects. Filed numerically. (Daily, official.) 4 x 6 papers, 7 in., in drawer of wooden card cabinet. R. 17. (36)



292. NOTICES OF TERMINATION OF EMPLOYMENT, Nov. 29, 1933 to date. WPA Forms 403 showing names and addresses of employees, identification numbers, dates, and reasons for terminations of employment. Filed alphabetically. (Daily, official.) 4 x 6 slips, 1 ft. 8 in., in drawer of wooden card cabinet. R. 17. (33)

293. REQUISITIONS FOR HELP, Nov. 29, 1933 to date. USES Forms 315, employers' requisitions for workers, stating types of workers wanted. Filed alphabetically. (Daily, official.) 4 x 6 cards, 2 ft. 4 in., in 2 drawers of wooden card cabinet. R. 17. (45)

294. PLACEMENT AND REFERRAL CARDS, Nov. 29, 1933 to date. Placement records showing names, sexes, and addresses of applicants, names of employers, duties, wages, and working hours. Filed alphabetically. (Daily, official.) 4 x 6 bundles, 3 ft., in 2 drawers of wooden card cabinet. R. 17. (39)

295. MISCELLANEOUS CORRESPONDENCE, Nov. 29, 1933 to date. Pertaining to changes of code numbers, clearance orders, requisitions, interviews, placements; also correspondence with Fitchburg district office. Filed alphabetically. (Daily, official.) 9 x 12 folders, 3 ft. 8 in., in drawer of metal filing case. R. 17. (35)

#### GREENFIELD

##### MASSACHUSETTS STATE EMPLOYMENT SERVICE Henricohn Bldg., 156 Main St.

This office, established in 1933, is one of the eight Massachusetts State Employment Service offices affiliated with the National Reemployment Service under the provision of the Wagner-Peyser Act of June 6, 1933. It serves the towns of Ashfield, Bernardston, Buckland, Charlemont, Colrain, Conway, Deerfield, Erving, Greenfield, Gill, Hawley, Heath, Leverett, Leyden, Monroe, Montague, Northfield, Rowe, Shelburne, Shutesbury, Sunderland, Wendell, and Whately. All its records were destroyed by fire on November 28, 1933; subsequent records are intact and in good condition.

296. CORRESPONDENCE, Nov. 28, 1933 to date. Letters concerning activities of employment manager. Filed alphabetically. (Daily, official.) 9 x 12 folders, 8 ft., in 4 drawers of steel filing case. R. 6. (39)

297. APPLICATION CARDS, Nov. 28, 1933 to date. USES Forms 310, 311, and 312 containing names and addresses of applicants, physical descriptions, occupational classifications, marital status, number of dependents, past employment records, education, placement, and referral records. Filed alphabetically. 3 x 5 card index, USES Forms 321, 7 ft. 6 in. (Daily, official.) 5 x 8 cards, 16 ft., in 8 drawers of steel card cabinets. R. 6. (34)





298. WPA CERTIFICATIONS, Nov. 28, 1933 to date. FERA Forms 600 and Mass. WPA Forms 56 showing names, addresses, and case numbers of applicants; dates of certification, marital status, number of dependents; also WPA employment records. Filed alphabetically. (Daily, official.) 5 x 8 cards, 6 ft., in 3 drawers of steel card cabinet. R. 6. (38)

299. APPLICANTS' IDENTIFICATION CARDS, Nov. 28, 1933 to date. USES Forms 350 containing names, and addresses of applicants, identification numbers, ages, heights, weights, classifications. Filed numerically. (Daily, official.) 3 x 5 cards, 6 ft. 2 in., in 5 drawers of steel card cabinets. R. 6. (35)

300. ORDER CARDS, Nov. 28, 1933 to date. Requests from private employers for workers. Filed alphabetically. (Daily, official.) 4 x 6 cards, 2 ft., in 2 pasteboard boxes. R. 6. (37)

301. WPA ASSIGNMENT AND REASSIGNMENT SLIPS, Nov. 28, 1933 to date. WPA Forms 402, slips issued to employees assigned or reassigned to projects giving names, addresses, and identification numbers of employees, project numbers, and wages (qunituplicates). Filed alphabetically. (Daily, official.) 4 x 6 loose sheets, 4 ft. 3 in., in 4 drawers of steel card cabinet. R. 6. (36)

#### HAVERTHILL

#### NATIONAL REEMPLOYMENT SERVICE OFFICE OF THE DISTRICT MANAGER U.S. Post Office Bldg., Merrimac St.

This office was established in its present location in November 1933 to serve the city of Haverhill, and towns of Boxford, Georgetown, Groveland, and Merrimac. It cooperates with the Massachusetts State Employment Service. Reports are sent to the Boston office of the State Director.

302. APPLICATIONS FOR REGISTRATION, Nov. 1933 to date. USES Forms 310, 311, 312, and 326A, registration records of applicants for employment. Filed alphabetically. 3 x 5 card index, 5 ft. 7 in. (Frequently, official.) 5 x 8 cards, 12 ft., in 4 drawers of metal filing case. R. 301. (6)

303. GENERAL CORRESPONDENCE, Nov. 1933 to date. Miscellaneous correspondence of this agency. Filed chronologically. (Frequently, official.) 10 x 12 folders, 3 ft. 5 in., in 2 drawers of metal filing case. R. 301. (5)

304. REQUISITIONS FOR WORKERS, June 1, 1935 to date. WPA Forms 401, requisitions for workers; USES Forms 325, assignment slips attached to requisitions. Filed alphabetically. (Frequently, official.) 9 x 12 folders, 1 ft., in drawer of metal filing case. R. 301. (8)



305. CERTIFICATIONS OF ELIGIBILITY AND CANCELATION OF CERTIFICATIONS OF ELIGIBILITY, June 1935 to date. FERA Forms 600 and Mass. WPA Forms 56, certifications of eligibility for employment on Federal projects; FERA Forms 602, records of cancelation of eligibility. Filed alphabetically. (Frequently, official.) 5 x 8 papers, 3 ft. 2 in., in 3 wooden boxes. R. 301. (3)

306. MISCELLANEOUS WPA WORK SLIPS, June 1935 to date. Mass. WPA Forms 402, 403, and 304, records of assignment, termination of employment, and reclassification. Filed alphabetically. (Frequently, official.) 4 x 6 papers, 6 ft., in 3 wooden boxes. R. 301. (7)

307. IDENTIFICATION CARDS, July 17, 1935 to date. USES Forms 350 showing applicants registered at this office. Filed numerically. (Frequently, official.) 3 x 5 cards, 3 ft., in 2 wooden boxes. R. 301. (4)

#### HOLYOKE

#### NATIONAL REEMPLOYMENT SERVICE OFFICE OF THE DISTRICT MANAGER U.S. Post Office Bldg., Dwight St.

This office was established in November 1933 in the City Hall, High Street, to serve the city of Holyoke. Reports are sent to Boston headquarters.

308. INACTIVE APPLICATIONS, Nov. 23, 1933 to date. USES Forms 310, 311, and 312, applications for employment. Filed alphabetically. (Never.) 5 x 8 cards, 6 ft. 2 in., in 5 drawers of steel card cabinets. R. 201. (8)

309. APPLICATIONS, Nov. 23, 1933 to date. USES Forms 310, 311, and 312, active and inactive applications for employment. Filed numerically. 3 x 5 card index, 6 ft. 9 in. (Daily, official.) 5 x 8 cards, 12 ft. 3 in., in 10 drawers of steel card cabinets. R. 201. (12)

310. APPLICANTS' IDENTIFICATION CARDS, Nov. 23, 1933 to date. USES Forms 350, records of applicants for employment. Filed numerically. (Daily, official.) 3 x 5 cards, 5 ft., in 4 drawers of steel card cabinet. R. 201. (11)

311. MISCELLANEOUS CORRESPONDENCE, Nov. 23, 1933 to date. Pertaining to business of employment manager's office. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 ft., in 2 drawers of steel filing case. R. 201. (10)



312. WPA ASSIGNMENT, REASSIGNMENT, AND NOTICE OF TERMINATION SLIPS, Nov. 23, 1933 to date. WPA Forms 402, 403, and USES Forms 325, records of employment assignments, terminations, and reassignments. Filed alphabetically. (Daily, official.) 4 x 6 papers, 16 ft. 2 in., in 13 drawers of steel card cabinets. R. 201. (9)

313. FERA AND WPA CERTIFICATIONS OF ELIGIBILITY, Nov. 24, 1933 to date. FERA Forms 600 and Mass. WPA Forms 56, record of relief status and occupational grades of applicants for employment. Filed alphabetically. (Daily, official.) 5 x 8 papers, 5 ft. 11 in., in 2 drawers of metal card cabinet. R. 201. (7)

314. WPA CANCELATIONS OF CERTIFICATIONS OF ELIGIBILITY, Nov. 29, 1935 to date. FERA Forms 602 and WPA Forms 57. Filed alphabetically. (Frequently, official.) 5 x 8 papers, 3 in., in drawer of steel card cabinet. R. 201. (15)

#### LAWRENCE

##### NATIONAL REEMPLOYMENT SERVICE OFFICE OF THE DISTRICT MANAGER Post Office Bldg., 50 Broadway

This office, established in 1933, serves the city of Lawrence, and towns of Andover, Methuen, and North Andover. It cooperates with the Massachusetts State Employment Service. Reports are sent to National Reemployment Service headquarters in Boston. Records are in good condition and accessible in modern equipment.

315. GENERAL CORRESPONDENCE, Nov. 1, 1933 to date. Filed alphabetically and chronologically. (Frequently, official.) 8 x 11 folders, 1 ft., in 3 drawers of metal filing case. R. 203. (56)

316. MISCELLANEOUS REPORTS, Nov. 1933 to date. Copies of miscellaneous reports sent to Boston daily and weekly, pertaining to business transacted at this office. Filed chronologically. (Frequently, official.) 8 x 11 folders and loose papers, 5 ft., in 3 drawers of metal filing case. R. 203. (59)

317. REGISTRATION CARDS, Nov. 1933 to date. USES Forms 310, 311, and 312, applications for employment. Filed alphabetically. 3 x 5 card index, 22 ft. (Frequently, official.) 5 x 8 cards, 22 ft., in 6 drawers of metal filing cases and in 14 wooden boxes. R. 203. (54)

318. CERTIFICATIONS OF ELIGIBILITY, June 1, 1935 to date. FERA Forms 600, certifications of applicants eligible for work on relief projects. Filed alphabetically. (Frequently, official.) 5 x 8 papers, 4 ft. 6 in., in 3 drawers of metal filing case, in 2 wooden boxes and in 2 pasteboard boxes. R. 203. (55)



319. REQUISITIONS FOR WORKERS, Aug. 1, 1935 to date. On WPA and PWA projects. Filed numerically. (Frequently, official.) 8 x 11 folders, 1 ft., in drawer of metal filing case. R. 203. (60)

320. ASSIGNMENT AND REASSIGNMENT SLIPS, Oct. 1, 1935 to date. USES Forms 325 and WPA Forms 402, assignments of workers to relief projects, and reassignments from one relief project to another. Filed alphabetically. (Frequently, official.) 4 x 6 papers, 5 ft., in 4 wooden boxes. R. 203. (58)

321. IDENTIFICATION CARDS, Nov. 1, 1935 to date. USES Forms 350 showing names of applicants, ages, heights, weights, classifications, dates of registration, and identification numbers. Filed numerically. (Frequently, official.) 3 x 5 cards, 12 ft., in 6 drawers of wooden card cabinets. R. 203. (57)

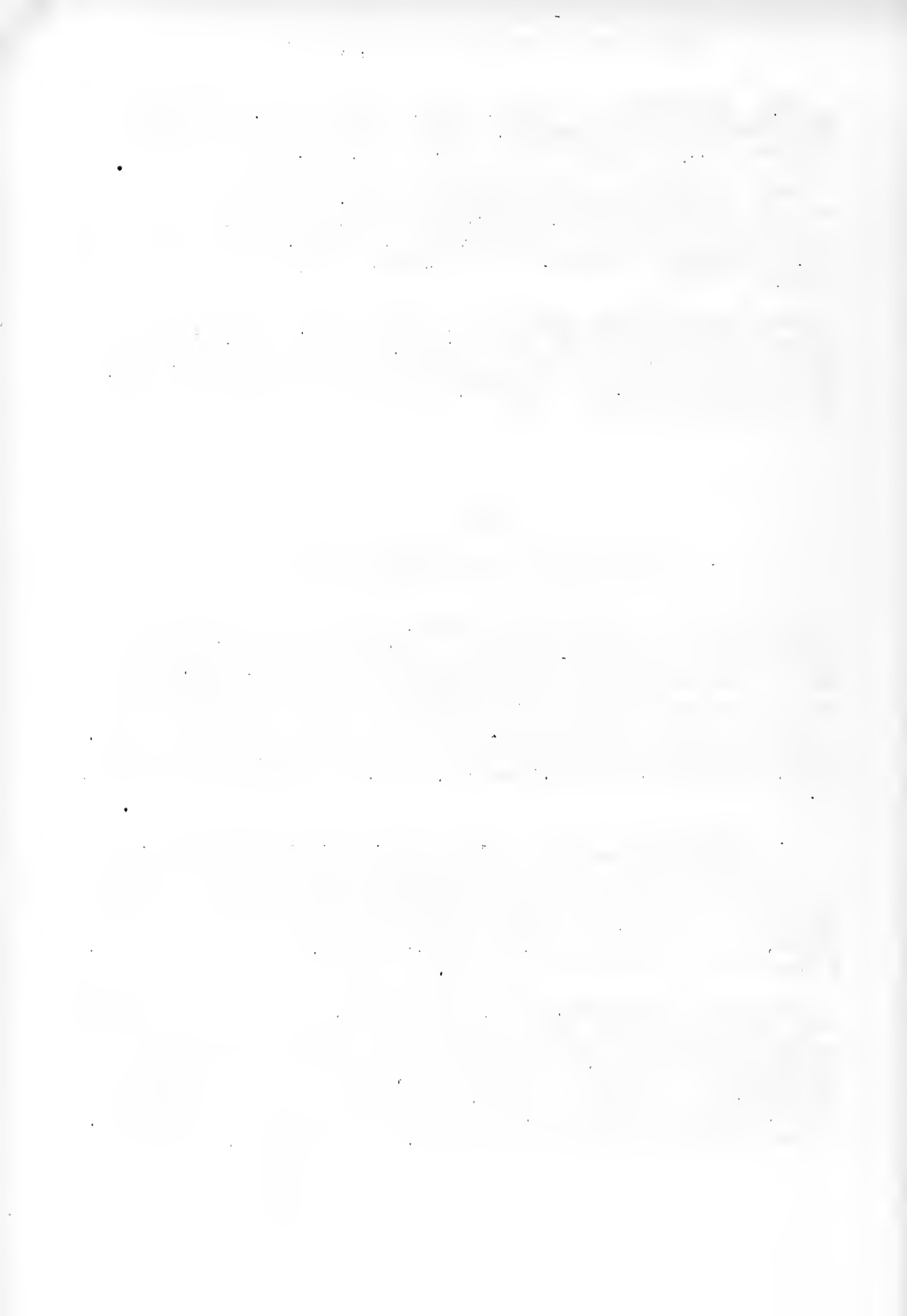
### LOWELL

#### MASSACHUSETTS STATE EMPLOYMENT SERVICE Bradley Bldg., 175 Central St.

This office was established December 1, 1935, and was quartered in the old Lowell Post Office Building on Gorham Street where it remained until it was moved to its present location on December 1, 1936. It is one of eight Massachusetts State Employment Service offices affiliated with the National Reemployment Service under the provisions of the Wagner-Keiser Act of June 6, 1935. There is a superintendent in charge. It serves the city of Lowell and the towns of Billerica, Chelmsford, Dracut, Dunstable, Tewksbury, Tyngsboro, Westford, Wilmington, and Littleton.

322. REGISTRATION CARDS, WOMEN, INACTIVE, Dec. 1, 1933 to date. USES Forms 310, 311, and 312, names and addresses of registrants who have withdrawn applications or have secured other employment; physical descriptions, occupational classifications, marital status, number of dependents, past employment records, education; placement and referral records. Filed alphabetically. (Seldom, official.) 5 x 8 cards, 3 ft. 3 in., in drawer of metal card cabinet. Reception Room. (88)

323. REGISTRATION CARDS, MEN, INACTIVE, Dec. 1, 1933 to date. USES Forms 310, 311, and 312, names and addresses of registrants who have withdrawn applications or have secured other employment; physical descriptions, occupational classifications, marital status, number of dependents, past employment records, education; placement and referral records. Filed alphabetically. (Seldom, official.) 5 x 8 cards, 7 ft. 6 in., in 2 drawers of metal card cabinet. Reception Room. (89)





324. CORRESPONDENCE AND REPORTS, Dec. 1, 1933 to date. Correspondence with Federal and State employment agencies, WPA and PWA offices, industrial firms, and individuals; also, copies of weekly, monthly, and annual reports. Filed alphabetically. (Daily, official.) 9 x 12 folders, 8 ft., in 4 drawers of metal filing case. Main Office. (94)

325. REGISTRATION CARDS, WOMEN, ACTIVE, Dec. 1, 1933 to date. USES Forms 310, 311, and 312, names and addresses of women working on projects or awaiting placement; physical descriptions, occupational classifications, marital status, number of dependents, past employment records, education; placement and referral records. Filed alphabetically. (Daily, official.) 5 x 8 cards, 4 ft. 2 in., in 5 drawers of metal card cabinets. Reception Room. (87)

326. REGISTRATION CARDS, MEN, ACTIVE, LOWELL, Dec. 1, 1933 to date. USES Forms 310, 311, and 312, names and addresses, and physical descriptions of applicants; occupational classifications, marital status, number of dependents, past employment records, education, and placement and referral records of applicants. Filed alphabetically. (Daily, official.) 5 x 8 cards, 3 ft. 3 in., in 3 drawers of metal card cabinets. R. 229. (93)

327. REGISTRATION CARDS, MEN, ACTIVE, TOWNS SURROUNDING LOWELL, Dec. 1, 1933 to date. USES Forms 310, 311, and 312, names and addresses, physical description of applicants; occupational classifications, marital status, number of dependents, past employment records, education; placement and referral records. Filed alphabetically. (Daily, official.) 5 x 8 cards, 2 ft. 10 in., in 3 drawers of metal card cabinet. R. 229. (96)

328. ELIGIBILITY TO WPA, MEN, Dec. 1, 1933 to date. FERA Forms 600 (superseded by Mass. WPA Forms 56) showing names, addresses, identification and code numbers, marital status, number of dependents; also WPA employment records. Filed alphabetically. (Daily, official.)  $5\frac{1}{2}$  x  $8\frac{1}{2}$  loose papers, 8 ft. 4 in., in 4 drawers of metal card cabinet. Main Office. (95)

329. ELIGIBILITY FOR WPA, PROFESSIONAL WOMEN WORKERS, Dec. 1, 1933 to date. FERA Forms 600 (superseded by Mass. WPA Forms 56), names, addresses, identification and code numbers, marital status, number of dependents, and WPA employment records. Filed alphabetically. (Daily, official.)  $5\frac{1}{2}$  x  $8\frac{1}{2}$  loose papers, 2 ft. 8 in., in 2 drawers of metal card cabinet. R. 4. (97)

330. ELIGIBILITY FOR WPA, WOMEN, Dec. 1, 1933 to date. FERA Forms 600 (superseded by Mass. WPA Forms 56), names, addresses, identification and code numbers of applicants certified for employment; dates of certification, marital status, number of dependents; WPA employment records. Filed alphabetically. (Daily, official.)  $5\frac{1}{2}$  x  $8\frac{1}{2}$  cards, 5 ft., in 3 drawers of metal card cabinet. R. 3. (91)



331. APPLICANTS' IDENTIFICATION CARDS, Dec. 1, 1933 to date. USES Forms 350, including names, addresses, ages, heights, weights, identification numbers, primary and secondary classifications of applicants; registration dates, districts; signatures of applicants and interviewers. Filed numerically. (Daily, official.) 3 x 5 loose cards, 7 ft. 6 in., in 3 drawers of metal card cabinet. Reception Room. (90)

332. ASSIGNMENT OR REFERRAL SLIPS, Dec. 1, 1933 to date. WPA Forms 402, including names, addresses, identification numbers of workers, project numbers, and wage rates. Filed numerically. (Daily, official.) 4 x 6 loose papers, 5 ft., in drawer of metal card cabinet. Main Office. (92)

333. MASTER CARD FILE, Dec. 1, 1933 to date. USES Forms 321, including names, addresses, code and identification numbers of applicants; primary and secondary occupational classifications; whether or not certified. Filed alphabetically. (Daily, official.) 4 x 6 loose cards, 15 ft. 4 in., in 4 drawers of metal card cabinets. Reception Room. (86)

#### LYNN

##### MASSACHUSETTS STATE EMPLOYMENT SERVICE Post Office Bldg., Willow and Oxford Sts.

This office, established March 19, 1934, is one of the eight offices of the Massachusetts State Employment Service affiliated with the National Reemployment Service under the provisions of the Wagner-Peyser Act of June 6, 1933. The records are in good condition despite a lack of modern filing equipment.

334. REGISTRATION, MEN, Nov. 1, 1933 to date. USES Forms 310, 311, and 312, showing names and addresses of applicants, occupational classifications, physical descriptions, marital status, number of dependents, past employment records, education, placement and referral records. Filed chronologically. Index. (Frequently, official.) 5 x 8 cards, 12 ft. 6 in., in wooden boxes. R. 208. (158)

335. REGISTRATION, WOMEN, Nov. 1, 1933 to date. USES Forms 310, 311, and 312, showing names and addresses of applicants, occupational classifications, physical descriptions, marital status, number of dependents, past employment records, education, placement and referral records. Filed chronologically. (Frequently, official.) 5 x 8 cards, 3 ft. 3 in., in metal boxes. R. 207. (159)

336. OCCUPATIONAL CLASSIFICATION, MEN, Nov. 1, 1933 to date. USES Forms 321, ready reference file and index to registrants and applicants indicating their names and addresses and primary and secondary occupational classifications. Filed alphabetically. (Frequently, official.) 3 x 5 cards, 19 ft. 4 in., in wooden boxes. R. 208. (152)



337. OCCUPATIONAL CLASSIFICATION, WOMEN, Nov. 1, 1933 to date. USES Forms 321, ready reference file and index to applicants and registrants giving their names and addresses and primary and secondary occupational classifications. Filed alphabetically. (Frequently, official.) 3 x 5 cards, 8 ft. 8 in., in 7 metal boxes. R. 207. (160)

338. GENERAL CORRESPONDENCE, Mar. 1, 1934 to date. Concerning office activities. Filed chronologically. (Frequently, official.) 9 x 12 folders, 5 ft., in 2 metal desk drawers. R. 206. (156)

339. EMPLOYERS' ORDER CARDS, Mar. 1, 1934 to date. USES Forms 315 and 316, requests by private employers for persons to be interviewed for employment, giving names and addresses of firms; positions open, wages, duties, when and where to apply; number, types, and descriptions of persons wanted. Filed alphabetically. (Frequently, official.) 4 x 6 cards, 3 ft., in 3 drawers of metal card cabinet. R. 207. (157)

340. MISCELLANEOUS STATISTICAL REPORTS, Mar. 1934 to date. USES Forms 300, 301, 302, and 304, reports on daily applications and placements, summaries. Filed chronologically. (Frequently, official.) Various sized loose papers, 3 ft. 4 in., in 2 drawers of metal desk. R. 206. (151)

341. MISCELLANEOUS WORK SLIPS AND CERTIFICATES OF ELIGIBILITY, June 1, 1935 to date. WPA Forms 402 and USES Forms 325, assignments of workers; WPA Forms 403, notices of terminations of employment; WPA Forms 404, reclassifications of workers; FERA Forms 600, certifications of eligibility; FERA Forms 601, notices of case changes (duplicates). Filed chronologically. (Frequently, official.) 4 x 6 and 5 x 8 loose papers, 15 ft., in wooden boxes. R. 207. (154)

342. APPLICANTS' IDENTIFICATION CARDS, Feb. 1, 1936 to date. USES Forms 350, including names, addresses, ages, heights, weights of applicants, primary and secondary occupation classifications, registration dates. Filed numerically. Index. (Frequently, official.) 3 x 5 cards, 9 ft. 10 in., in 5 wooden boxes. R. 207. (153)

343. CERTIFICATIONS OF ELIGIBILITY, Sept. 15, 1936 to date. Mass. WPA Forms 56, persons eligible for relief employment, giving names, addresses, occupations, and case numbers of applicants; dates of certification, districts, counties; marital status, and number of dependents and relationships. Filed alphabetically. (Frequently, official.) 5 x 8 slips, 1 ft., in metal box. R. 207. (155)

#### MEDFORD

NATIONAL REEMPLOYMENT SERVICE  
OFFICE OF THE DISTRICT MANAGER  
City Bldg., 10 High St.

This office was established in December 1933 to facilitate the work



of the branch offices of the State Employment Service in Medford, Stoneham, and Wakefield and to serve these towns. Reports are sent to National Reemployment Service headquarters, Boston.

344. IDENTIFICATION, Dec. 1, 1933 to date. USES Forms 350, identification card records listing names and addresses of applicants, ages, heights, weights, primary and secondary classifications, registration dates, number, district, applicants' signatures, and names of interviewers. Filed numerically. Index. (Daily, official.) 3 x 5 cards, 5 ft. 6 in., in card cabinets and on 2 wooden shelves. R. 3. (71)

345. ASSIGNMENT OR REFERRAL SLIPS, Dec. 1, 1933 to date. USES Forms 325, records which identify and assign workers to specific jobs. Filed numerically. Index. (Daily, official.) 4 x 6 papers, 2 ft., in 2 wooden boxes on shelf. R. 3. (76)

346. LISTINGS, REGISTRATION CARDS, Dec. 1, 1933 to date. USES Forms 310, 311, and 312 showing names and addresses of applicants, sexes, occupations, secondary selections; eligibility as to relief, nonrelief, and part time work; and general status. See addendum for additional information. Filed alphabetically. Index. (Daily, official.) 5 x 8 cards, 19 ft. 3 in., in 21 wooden boxes on wooden shelves. R. 3. (72)

347. MISCELLANEOUS FORMS, Dec. 1, 1933 to date. Notices to requisitioning offices, assignments of applicants to projects, referrals of workers from one office to another, records of union and nonunion workers assigned to WPA projects, lists of applications and placements, weekly reports; referrals of nonrelief workers, daily reports, reports of placements; summaries of activities. Variously filed. (Daily, official.) Variously sized forms, 1 ft. 6 in., in various containers. R. 3. (74)

348. ELIGIBILITY TO WPA, FERA, Mar. 1, 1934 to date. Mass. WPA Forms 56 and FERA Forms 600, Federal and State listings and classifications of those eligible for work on ERA or WPA projects showing names and addresses of persons, code and identification numbers. Filed alphabetically. Index. (Daily, official.) 5 x 8 papers, 4 ft. 7 in., in 5 wooden boxes on shelf. R. 3. (75)

349. REQUISITIONS, Jan. 1, 1936 to date. WPA Forms 401 listing occupational titles, wage classes, and sexes of persons desired for employment; also, rates of pay per hour or month, dates, hours, and places to report. Filed numerically and chronologically. Index. (Daily, official.) 9 x 12 envelopes, 1 ft., in wooden box on shelf. R. 3. (73)

350. REINTERVIEW PROGRAM, Oct. 24, 1936 to date. USES Forms 311 giving record of reclassifications of applicants and listing original code number classifications, secondary classifications, and supplementary classifications. Filed numerically. Index. (Daily, official.) 5 x 8 cards, 1 ft. 10 in., in 2 wooden boxes on desk. R. 3. (77)





NATICKNATIONAL REEMPLOYMENT SERVICE  
OFFICE OF THE DISTRICT MANAGER  
Clark's Bldg., Main St.

This office was established in May 1934 to facilitate the work of the local branch of the State Employment Service in Natick. Reports are sent to National Reemployment Service headquarters, Boston.

351. FEMALE REGISTRATION, ACTIVE, May 1, 1934 to date. USES Forms 310, 311, and 312, giving names and addresses of registrants, ages, nationalities, occupations, education, experience, and dependents. Filed alphabetically. (Daily, official.) 5 x 8 loose cards, 4 ft. 6 in., in 3 drawers of wooden card cabinet. R. 18. (31)

352. FEMALE REGISTRATION, INACTIVE, May 1, 1934 to date. USES Forms 310, 311, and 312 giving names and addresses of applicants, ages, nationalities, occupations, education, experience, and dependents. Filed alphabetically. (Seldom, official.) 5 x 8 cards, 3 ft. 3 in., in 2 drawers of wooden card cabinet. R. 18. (40)

353. MALE REGISTRATIONS, ACTIVE, May 1, 1934 to date. USES Forms 310, 311, and 312 giving names and addresses of registrants, ages, nationalities, occupations, education, experience, and dependents. Filed alphabetically. (Daily, official.) 5 x 8 cards, 5 ft. 9 in., in 3 drawers of wooden card cabinet. R. 18. (41)

354. MALE REGISTRATIONS, INACTIVE, May 1, 1934 to date. USES Forms 310, 311, and 312 giving names and addresses of applicants, ages, nationalities, occupations, education, experience, and dependents. Filed alphabetically. (Seldom, official.) 5 x 8 cards, 2 ft., in drawer of wooden card cabinet. R. 18. (34)

355. ASSIGNMENT SLIPS, May 1, 1934 to date. USES Forms 325 showing project numbers, places, time, and dates to report; identification numbers, names of foremen, and types of work. Filed alphabetically. (Daily, official.) 4 x 6 loose sheets, 4 ft. 9 in., in 2 drawers of wooden card cabinet. R. 18. (30)

356. CERTIFICATION OF ELIGIBILITY, May 1, 1934 to date. Mass. WPA Forms 56 showing names and addresses of eligible persons, dependents and relationship, sexes, and occupations. Filed alphabetically. (Daily, official.) 5 x 8 loose sheets, 7 ft. 8 in., in 5 drawers of wooden card cabinets. R. 18. (33)

357. IDENTIFICATION CARDS, May 1, 1934 to date. USES Forms 350 showing identification numbers, names and addresses of applicants; physical descriptions, classifications, and dates of registration. Filed alphabetically. (Daily, official.) 3 x 5 loose cards, 4 ft. 11 in., in drawer of wooden card cabinet. R. 18. (38)



358. RECLASSIFICATION SLIPS, May 1, 1934 to date. Forms 404, records of changes in occupational classifications of workers. Filed alphabetically. (Daily, official.) 4 x 6 loose sheets, 3 ft. 1 in., in 2 drawers of wooden card cabinet. R. 18. (37)

359. REASSIGNMENT SLIPS, May 1, 1934 to date. WPA Forms 402 showing names, addresses, and identification numbers of employees, occupations, dates, case numbers, and old and new project numbers. Filed numerically. (Daily, official.) 4 x 6 papers, 4 ft. 9 in., in 3 drawers of wooden card cabinet. R. 18. (39)

360. NOTICE OF TERMINATION OF EMPLOYMENT, May 1, 1934 to date. Name and address of employee, identification number, date and reason for termination. Filed alphabetically. (Daily, official.) 4 x 6 papers, 1 ft. 5 in., in drawer of wooden card cabinet. R. 18. (36)

361. REQUISITIONS FOR HELP, May 1, 1934 to date. USES Forms 315, requisitions from private employers for workers. Filed alphabetically. (Daily, official.) 4 x 6 loose cards, 1 ft., in drawer of wooden card cabinet. R. 18. (42)

362. PLACEMENT AND REFERRAL CARDS, May 1, 1934 to date. Record of placements showing names and addresses of applicants, names of employers, duties, positions open, sexes, wages, and work hours. Filed alphabetically. (Daily, official.) 4 x 6 loose sheets, 1 ft. 6 in., in drawer of wooden card cabinet. R. 18. (35)

363. MISCELLANEOUS CORRESPONDENCE, May 1, 1934 to date. Correspondence relative to changes in code numbers, clearance orders, requisitions, reinterviews, and placements. Filed alphabetically. (Daily, official.) 9 x 12 folders, 4 ft., in 2 drawers of metal filing case. R. 18. (32)

#### NEW BEDFORD

#### MASSACHUSETTS STATE EMPLOYMENT SERVICE

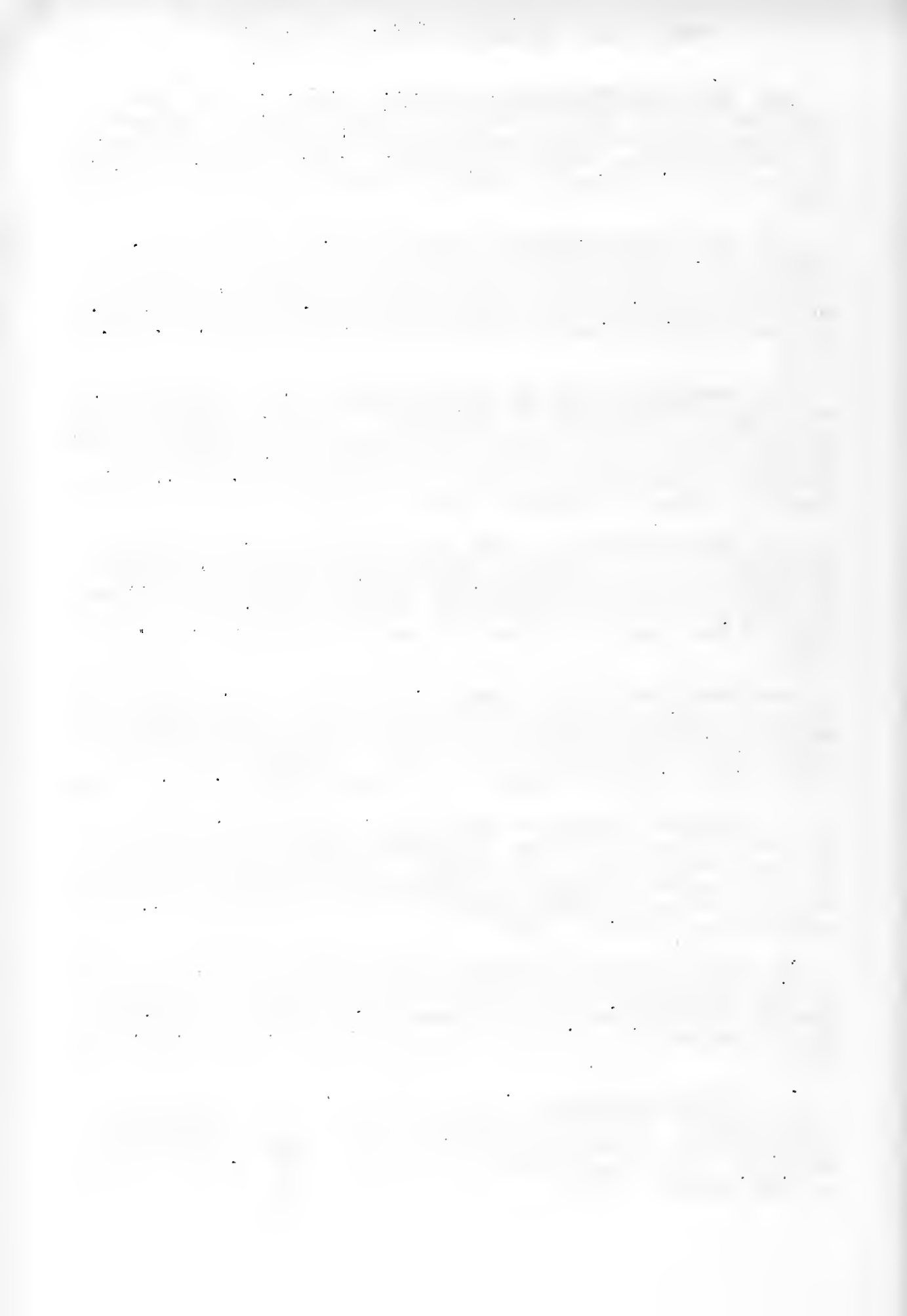
Duff Bldg., 628 Pleasant St.

This office was established on April 16, 1934; the men's division was located in the Chapman Building, Pleasant and Elm Streets, and the women's division occupied room 244, Post Office Building, and an office in building at Pleasant and Elm Streets. Both units were moved to their present quarters on June 17, 1936. It is one of eight Massachusetts State Employment Service offices affiliated with the National Reemployment Service within the provisions of the Wagner-Peyser Act of June 6, 1933.

364. MEN'S REGISTRATION CARDS, ACTIVE, Apr. 16, 1934 to date. USES Forms 310, 311, and 312 showing names and addresses of applicants; personal, educational, and work histories of applicants; wage, placement, and referral records. Filed alphabetically. Index. (Daily, official.) 5 x 8 cards, 11 ft. 9 in., in 3 drawers of wooden card cabinets. R. 412. (803)



365. MEN'S REGISTRATION CARDS, INACTIVE, Apr. 16, 1934 to date. USES Forms 310, 311, and 312 showing names and addresses of applicants; their personal, educational, and work histories; their wage, placement, and referral records. Filed alphabetically. Index. (Seldom, official.) 5 x 8 cards, 8 ft. 3 in., in 7 drawers of wooden card cabinet. R. 412. (798)
366. MEN'S REGISTRATION CARDS, DEAD FILE, Apr. 16, 1934 to date. USES Forms 310, 311, and 312 giving names and addresses of applicants; their personal, educational, and work histories; their wage, placement, and referral records. Filed alphabetically. Index. (Seldom, official.) 5 x 8 cards, 3 ft. 8 in., in 5 drawers of wooden card cabinet. R. 412. (797)
367. REGISTRATION CARDS FOR WOMEN APPLICANTS, Apr. 16, 1934 to date. USES Forms 312 giving names and addresses of applicants, personal, work, and educational histories, physical descriptions, and occupational classifications of applicants; placement and referral records. Filed alphabetically. Index. (Daily, official.) 5 x 8 cards, 10 ft. 1 in., in 6 drawers of wooden card cabinets. R. 406. (831)
368. IDENTIFICATION CARDS, MEN, Apr. 16, 1934 to date. USES Forms 350 showing names and addresses, identification numbers, ages, heights, and weights of applicants; primary and secondary classifications; dates of registration. Filed alphabetically. (Daily, official.) 3 x 5 loose cards, 20 ft. 5 in., in 10 drawers of wooden card cabinets. R. 408. (815)
369. IDENTIFICATION CARDS, WOMEN, Apr. 16, 1934 to date. USES Forms 350 showing names, addresses, identification numbers, ages, heights, and weights of applicants; primary and secondary classification; dates of registration. Filed alphabetically. (Daily, official.) 3 x 5 loose cards, 5 ft. 11 in., in 6 drawers of wooden card cabinet. R. 406. (808)
370. EMPLOYERS' REQUISITION CARDS, Apr. 16, 1934 to date. USES Forms 315 showing names and addresses of employers; number and types of positions open, wages, hours, labor trouble if any; types and descriptions of workers desired; placement and referral records of persons interviewed. Filed alphabetically. (Daily, official.) 5 x 8 loose cards, 5 in., in pasteboard box. R. 410. (811)
371. STATE STATISTICAL DEPARTMENT CORRESPONDENCE FILE, Apr. 16, 1934 to date. Correspondence with headquarters in Boston, mostly relating to statistical information. Filed chronologically. (Weekly, official.) 8½ x 11 folders, 3 ft. 6 in., in 4 drawers of wooden filing case. R. 404. (816)
372. STATISTICAL REPORTS, Jan. 1, 1935 to date. USES Forms 300, daily reports of applications; USES Forms 301, reports on placements; USES Forms 302, summaries of activities. Filed chronologically. (Daily, official.) 8 x 10½ loose papers and 7 x 12 envelopes, 3 ft., in wooden cabinet. R. 404. (812)



373. CERTIFICATIONS, MEN, Sept. 1935 to date. FERA Forms 600, certifications for relief employment, showing names, addresses, identification numbers of applicants, marital status, and number of dependents (duplicates). Filed alphabetically. (Daily, official.) 5 x 8 loose papers, 5 ft. 7 in., in 6 drawers of wooden card cabinets. R. 412. (799)

374. CERTIFICATIONS, WOMEN, Sept. 1935 to date. FERA Forms 600, certifications for relief employment, showing names, addresses, and identification numbers of applicants, marital status, and number of dependents (duplicates). Filed alphabetically. (Daily, official.) 5 x 8 loose papers, 3 ft. 7½ in., in 6 drawers of wooden card cabinet. R. 406. (800)

375. VARIOUS CLEARANCE FORMS, Nov. 22, 1935 to date. Clearances of applicants showing introductions of applicants to other offices, referrals to PWA projects, notices to WPA director concerning referrals of nonrelief workers to PWA projects, requisitions for workers for WPA projects. Filed chronologically. (Daily, official.) 8½ x 11 folders, 1 ft. 2 in., in 2 drawers of wooden filing case. R. 410. (796)

376. CERTIFICATIONS OF ELIGIBILITY, Nov. 1935 to date. Mass. WPA Forms 56, applicants certified for relief employment, giving name, address, personal history, classification, and case number of applicant; district, and county. Filed alphabetically. (Seldom, official.) 4 x 7 papers, 2 in., in 6 drawers of wooden card cabinets. R. 412. (807)

377. CANCELLATIONS OF CERTIFICATION OF ELIGIBILITY, Nov. 1935 to date. Mass. WPA Forms 57 showing names, addresses, case numbers of applicants; reasons for cancellations. Filed alphabetically. (Seldom, official.) 4 x 7 papers, 3 in., in 6 drawers of wooden card cabinets. R. 412. (813)

378. WORK HISTORIES, Nov. 1935 to date. Workers' assignment records giving names, addresses, identification and case numbers, personal histories, occupations, code numbers, monthly salaries, locations of projects, names of foremen; workers' identification and code numbers, and relief status. Filed numerically. (Seldom, official.) 8½ x 11 papers, 1 ft. 2 in., in 2 drawers of wooden filing case. R. 412. (802)

379. REQUISITIONS, ASSIGNMENTS, TERMINATIONS, REASSIGNMENTS, Dec. 1935 to date. Duplicate forms from WPA assignment office: WPA Forms 401, requisitions for workers; WPA Forms 402, assignments of workers; WPA Forms 403, notices of termination of employment; WPA Forms 404, reclassification of workers. Filed alphabetically. (Seldom, official.) 4 x 6 loose papers, 4 ft. 10½ in., in 9 drawers of wooden card cabinets. Rs. 406 and 412. (795, 814)

380. GENERAL CORRESPONDENCE, Jan. 1, 1936 to date. Correspondence with State headquarters, WPA, and city officials concerning general activities of office. Filed alphabetically. (Daily, official.) 8½ x 11 folders and loose papers, 1 ft. 3½ in., in 8 drawers of wooden filing cases. R. 402. (817)





381. EMPLOYER VISIT RECORDS, June 1, 1936 to date. Visits by office employees to prospective private employers showing names of employers, dates of visits, and results. Filed alphabetically. (Daily, official.) 5 x 8 cards, 1 ft. 1 in., in 5 drawers of wooden card cabinets. R. 402. (801)

### NEWBURYPORT

NATIONAL REEMPLOYMENT SERVICE  
OFFICE OF THE DISTRICT MANAGER  
Post Office Bldg., 61 Pleasant St.

This office was established in 1933 to serve the city of Newburyport and the towns of Amesbury, Ipswich, Newbury, Rowley, Salisbury, and West Newbury, and to facilitate the work of the Massachusetts State Employment Service in this city and these towns. Reports are sent to National Reemployment Service headquarters in Boston.

382. APPLICANTS' IDENTIFICATION CARDS, Aug. 15, 1933 to date. USES Forms 350 showing names, types of work for which applicants are suited, and registration dates. Filed alphabetically. (Daily, official.) 3 x 5 cards, 4 ft., in 2 wooden boxes. Rs. 3 and 5. (68)

383. GENERAL CORRESPONDENCE, Aug. 15, 1933 to date. Filed numerically. (Daily, official.) 8 x 10 $\frac{1}{2}$  folders, 2 ft. 6 in., in pasteboard box. Rs. 3 and 5. (66)

384. REGISTRATION CARDS, Aug. 15, 1933 to date. USES Forms 310, 311, and 312, registration records of all applicants for work. Filed by occupations. 3 x 5 card index, 10 ft. (Daily, official.) 6 x 8 cards, 10 ft. 6 in., in 5 wooden boxes. Rs. 3 and 5. (65)

385. CERTIFICATION FORMS, Aug. 19, 1934 to date. FEPA Forms 600, 601, and WPA Forms 402, records of applicants certified for WPA work. Filed alphabetically. (Daily, official.) 4 x 7 loose papers, 8 ft., in 4 wooden boxes. Rs. 3 and 5. (67)

### NORTHAMPTON

NATIONAL REEMPLOYMENT SERVICE  
OFFICE OF THE DISTRICT MANAGER  
County Bldg., Court St.

This office was established in November 1933 to facilitate the work of the State Employment Service in Amherst, Belchertown, Chesterfield, Cummington, Easthampton, Enfield, Goshen, Granby, Greenwich, Hadley,



Hatfield, Huntington, Middlefield, Northampton, Pelham, Plainfield, Prescott, South Hadley, Southampton, Ware, Westhampton, Williamsburg, and Worthington, and to serve these municipalities. Reports are sent to National Reemployment Service headquarters, Boston.

386. CORRESPONDENCE, Nov. 23, 1933 to date. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 ft., in 2 drawers of wooden desk. Basement. (283)

387. WPA CERTIFICATIONS OF ELIGIBILITY, Nov. 23, 1933 to date. Mass. WPA Forms 56. Filed alphabetically. (Daily, official.) 5 x 8 papers, 3 ft. 7 in., in 3 drawers of wooden card cabinet. Basement. (282)

388. REQUISITIONS, Nov. 23, 1933 to date. WPA Forms 401, requisitions for workers on WPA projects. Filed alphabetically. (Daily, official.) 8 x 10 $\frac{1}{2}$  papers, 6 in., in metal cabinet. Basement. (265)

389. WPA CANCELLATIONS OF CERTIFICATION OF ELIGIBILITY, Nov. 23, 1933 to date. Forms FERA 602 (superseded by Mass. WPA 57), Filed alphabetically. (Occasionally, official.) 5 x 8 cards, 3 ft. 6 in., in 3 drawers of wooden card cabinet. Basement. (281)

390. INACTIVE APPLICATIONS, Nov. 23, 1933 to date. USES Forms 310, 311, and 312, registrations of persons seeking employment, showing names and addresses of applicants, occupational classifications, physical descriptions, marital status, number of dependents, past employment records, educational histories, and placement and referral records. Filed alphabetically. (Never.) 5 x 8 cards, 4 ft., in 4 drawers of wooden card cabinets. Basement. (284)

391. REGISTRATIONS, Nov. 24, 1933 to date. USES Forms 310, 311, and 312, applications for private and WPA employment. Filed alphabetically and numerically. 3 x 5 card index, 11 ft. 2 in. (Daily, official.) 5 x 8 cards, 13 ft., in 12 drawers of wooden card cabinets. R. 201. (280)

392. ASSIGNMENT, REASSIGNMENT, AND TERMINATION SLIPS, Nov. 24, 1933 to date. USES Forms 325 and WPA Forms 402, assignments of applicants to work; WPA Forms 403, notices of termination of employment. Filed alphabetically. (Daily, official.) 4 x 6 paper slips, 5 ft., in 4 drawers of wooden card cabinet. Basement. (286)

393. IDENTIFICATION CARDS, Nov. 24, 1933 to date. USES Forms 350 showing names, numbers, and addresses of applicants, ages, heights, weights, classifications, dates of registration, district numbers, signatures of applicants, and signatures of interviewers (duplicates). Filed numerically. (Daily, official.) 3 x 5 cards, 3 ft. 9 in., in 3 drawers of steel card cabinet. Basement. (287)



NORTH ADAMSNATIONAL REEMPLOYMENT SERVICE  
OFFICE OF THE DISTRICT MANAGER  
City Hall Annex, Summer St.

This office was established in June 1933 in the Martin Building, Bank Street, to serve the city of North Adams and the towns of Adams, Clarksburg, Florida, New Ashford, Savoy, and Williamstown, and to facilitate the work of the Massachusetts Employment Service in this city and these towns. Reports are sent to National Reemployment Service headquarters, Boston.

394. CORRESPONDENCE, Nov. 1, 1933 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 4 ft. 2 in., in 3 drawers of steel filing case. Office. (9)

395. WPA CERTIFICATION OF ELIGIBILITY, June 1, 1934 to date. WPA Forms 56, record of applicants certified for WPA employment. Filed alphabetically. (Daily, official.) 5 x 8 sheets, 4 ft., in 2 wooden boxes. Office. (6)

396. REGISTRATION CARDS, June 1, 1934 to date. USES Forms 310, 311, 312, and 326, record of applicants registered for employment in private industry and farm labor. Filed alphabetically. 4 x 6 card index, 7 ft. 4 in. (Daily, official.) 5 x 8 cards, 8 ft. 6 in., in 9 drawers of steel filing cases. Office. (10)

397. IDENTIFICATION CARDS, June 1, 1934 to date. USES Forms 350. Filed numerically. (Daily, official.) 3 x 5 cards, 4 ft. 2 in., in 2 drawers of steel filing case. Office. (7)

398. EMPLOYERS' ORDER CARDS, June 1, 1934 to date. Record of employers' requests for workers. Filed alphabetically. (Daily, official.) 4 x 6 cards, 2 ft., in drawer of steel filing case. Office. (8)

NORWOODNATIONAL REEMPLOYMENT SERVICE  
OFFICE OF THE DISTRICT MANAGER  
Post Office Bldg., Central St.

This office was established in July 1934 to serve the towns of Bellingham, Canton, Dedham, Dover, Foxborough, Franklin, Medfield, Medway, Millis, Norfolk, Norwood, Plainville, Sharon, Walpole, Westwood, Wrentham, and to facilitate the work of the Massachusetts Employment Service in these towns. Reports are sent to National Reemployment Service headquarters, Boston.



399. APPLICATION CARDS, ACTIVE AND INACTIVE, July 1, 1934 to date. Names and addresses of applicants, experience records, and lists of references. Filed geographically and alphabetically. Index. (Daily, official.) 5 x 8 cards, 10 ft. 6 in., in pasteboard boxes. R. 205. (14)

400. APPLICANTS' IDENTIFICATION CARDS, July 1, 1934 to date. Names and addresses, physical descriptions, and work classifications. Filed geographically and alphabetically. (Daily, official.) 3 x 5 cards, 4 ft., in 4 pasteboard boxes. R. 205. (16)

401. ASSIGNMENT SLIPS, July 1, 1934 to date. WPA Forms 402, names, addresses, and occupations of applicants; number, rate, and code numbers of projects. Filed geographically and alphabetically. (Daily, official.) 4 x 6 papers, 2 ft., in 2 pasteboard boxes. R. 205. (19)

402. CANCELLED APPLICATIONS, July 1, 1934 to date. Applications cancelled because applicants failed to return periodically to office in accordance with requirements. Filed geographically and alphabetically. 3 x 5 card index, 8 ft. 6 in. (Daily, official.) 5 x 8 cards, 5 ft., in 3 pasteboard boxes. R. 205. (1)

403. CERTIFICATION SLIPS, July 1, 1934 to date. FERA Forms 600, certifications of relief and eligibility for WPA and PWA work, noting case numbers, when persons last received relief aid, districts, counties, and number of applicants' dependents. Filed geographically and alphabetically. (Daily, official.) 5 x 8 cards, 2 ft. 6 in., in 3 pasteboard boxes. R. 205. (17)

404. DAILY SUMMARY OF ACTIVITIES, July 1, 1934 to date. Record of applications, registrations, renewals, and placements on WPA or in private industry. Filed chronologically. (Daily, official.) 9 x 12 folders, 3 ft. 3 in., in pasteboard box. R. 205. (15)

405. GENERAL CORRESPONDENCE, July 1, 1934 to date. Pertaining to office activities. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 ft., in pasteboard box. R. 205. (20)

#### PITTSFIELD

MASSACHUSETTS STATE EMPLOYMENT SERVICE  
Farrell-Sweeney Bldg.,  
246 North St.

This office is one of the eight Massachusetts State Employment Service offices affiliated with the National Reemployment Service under the provisions of the Wagner-Peyser Act of June 6, 1933. It was established in August 1933 in the Post Office Building on Allen Street, and was moved in May 1936 to its present quarters.





406. CORRESPONDENCE, Aug. 1, 1933 to date. Filed alphabetically. (Daily, official.) 9 x 12 folders, 4 ft., in 2 drawers of steel filing case. R. 305. (16)

407. MISCELLANEOUS CORRESPONDENCE AND DAILY REPORTS, Aug. 1, 1933 to date. Filed alphabetically. (Daily, official.) 9 x 12 folders, 5 ft. 2 in., in 4 drawers of wooden filing case. R. 301. (20)

408. APPLICATIONS, Aug. 1, 1933 to date. For employment in private industry. Filed alphabetically. (Daily, official.) 5 x 8 loose cards, 4 ft. 8 in., in 4 drawers of wooden card cabinet. R. 303. (17)

409. REGISTRATION CARDS, Aug. 1, 1933 to date. Applications for employment in private industry. Filed alphabetically. 3 x 5 card index, 17 ft. 2 in. (Daily, official.) 5 x 8 loose cards, 6 ft. 9 in., in 6 drawers of wooden card cabinets. R. 301. (15)

410. INACTIVE APPLICATIONS FOR EMPLOYMENT, FEMALE, Aug. 1, 1933 to date. In private industry. Filed alphabetically. (Never.) 5 x 8 loose cards, 4 ft. 9 in., in 4 drawers of steel card cabinet. R. 301. (19)

411. WPA CERTIFICATION OF ELIGIBILITY, Aug. 1, 1933 to date. FERA Forms 600 (superseded by Mass. WPA Forms 56), showing names, addresses, education, marital status, and number of dependents of applicants. Filed alphabetically. (Daily, official.) 5 x 8 loose sheets, 3 ft. 4 in., in 3 drawers of wooden card cabinet. R. 301. (18)

412. IDENTIFICATION CARDS, Aug. 1, 1933 to date. USES Forms 350, names of applicants, addresses, identification numbers, ages, heights, weights; primary and secondary classifications; registration dates. Filed numerically. (Daily, official.) 3 x 5 loose cards, 8 ft. 6 in., in 8 drawers of steel card cabinets. R. 301. (14)

413. EMPLOYERS' ORDER CARDS, Aug. 1, 1933 to date. USES Forms 315, employers' requests for workers showing names and addresses of employers; number and types of positions open, hours and wages, types and descriptions of persons wanted, when and where to apply. Filed alphabetically. (Daily, official.) 4 x 6 loose cards, 9 ft. 2 in., in 8 drawers of wooden card cabinets. R. 301. (13)

#### PLYMOUTH

NATIONAL REEMPLOYMENT SERVICE  
OFFICE OF THE DISTRICT MANAGER  
U.S. Post Office Bldg., Main and Leyden Sts.

This office was established in June 1933 in the Town Hall, Wareham. In October 1933 it was moved to its present quarters. It serves the towns of Carver, Duxbury, Halifax, Hanover, Hanson, Kingston, Lakeville, Marion, Marshfield, Mattapoisett, Middleboro, Nantucket County, Norwell,



Pembroke, Plymouth, Plympton, Rochester, Scituate, Wareham, and facilitates the work of the Massachusetts Employment Service in these towns. Reports are sent to National Reemployment Service headquarters in Boston.

414. REGISTRATION FILE, ACTIVE, Aug. 15, 1933 to date. USES Forms 310, 311, and 312, registration records of unemployed persons classified by occupational groups and listed on relief or nonrelief rolls. Filed alphabetically. (Daily, official.) 5 x 8 cards, 18 ft., in 5 wooden boxes. R. 201. (117)

415. APPLICANTS' IDENTIFICATION CARDS, Aug. 24, 1933 to date. USES Forms 350, issued to certified relief and nonrelief workers, listing names, addresses, physical characteristics, and employment classifications of applicants. Filed numerically. 9 x 12 vol. index, 2 in. (Daily, official.) 3 x 5 cards, 5 ft., in 2 wooden trays. R. 203. (107)

416. WEEKLY REPORTS, Aug. 24, 1933 to date. District expenses and district manager's expense account, reports of assigned registrations of eligible workers and of activities of the district. Filed chronologically. (Daily, official.)  $8\frac{1}{2}$  x 11 envelopes, 1 ft. 6 in., in pasteboard box. R. 203. (108)

417. GENERAL CORRESPONDENCE, REEMPLOYMENT, Aug. 24, 1933 to date. Pertaining to applications for work, inquiries from employers regarding workers, and other official business. Filed alphabetically. (Daily, official.)  $8\frac{1}{2}$  x 11 envelopes, 1 ft., in drawer of manager's desk. R. 203. (113)

418. CURRENT WEEKLY AND MONTHLY REPORTS, Aug. 24, 1933 to date. USES Forms 300, 301, and 302, reports summarizing activities of Plymouth district; copies of these reports are sent to headquarters, Washington, D.C. Filed chronologically. (Weekly, official.) 9 x 12 envelopes, 2 ft., in wooden box. R. 203. (118)

419. ACTIVE CONTRACTS, Aug. 24, 1933 to date. Employment contracts of contractors and firms which employ workers from the State Employment Service. Filed alphabetically. (Daily, official.) 5 x 8 cards, 1 ft., in wooden box. R. 203. (125)

420. FILE OF MASTER SHEETS, Sept. 1, 1933 to date. Names of workers selected from eligible list for work on WPA. Filed chronologically. (Rarely, official.)  $8\frac{1}{2}$  x 11 envelopes, 1 ft., in wooden box. R. 201. (124)

421. EMPLOYER OR DEALER FILE, Nov. 1, 1933 to date. Names of dealers and employers who hire help through State Employment Service. Filed alphabetically. (Daily, official.) 4 x 6 cards, 2 ft., in drawer of secretary's desk. R. 203. (115)

422. CROSS INDEX, Nov. 1, 1933 to date. Names of workers eligible for assignment. Filed alphabetically. Index. (Daily, official.) 3 x 5 cards, 12 ft., in wooden box. R. 201. (119)



423. RELIEF WORKERS, DEAD FILE, Nov. 1, 1933 to date. USES Forms 310, 311, and 312, records of persons formerly on relief rolls who obtained employment or did not report for position offered them and have therefore been removed from relief rolls. Filed alphabetically. (Never.) 5 x 8 cards, 2 ft. 6 in., in wooden box. R. 201. (126)

424. CERTIFICATION OF ELIGIBILITY, Sept. 1, 1935 to date. WPA Forms 402 showing names, addresses, physical characteristics, and identification numbers of registrants, their classifications and rates of pay, and numbers of projects to which assigned. Filed alphabetically. (Daily, official.) 5 x 8 cards, 8 ft., in 4 wooden boxes. R. 201. (116)

425. INDEX RECORD OF IDENTIFICATION, Sept. 15, 1935 to date. USES Forms 350, copies of identification cards issued to relief and nonrelief workers. Entered numerically. Index. (Daily, official.) 9 x 12 vol., 2 in., on desk. R. 203. (111)

426. CALL-IN CARDS, Jan. 1, 1936 to date. USES Forms 322 and 324, records of workers called to office regarding positions. Filed alphabetically. (Daily, official.) 5 x 10 cards, 2 ft. 6 in., on shelf. R. 201. (123)

### QUINCY

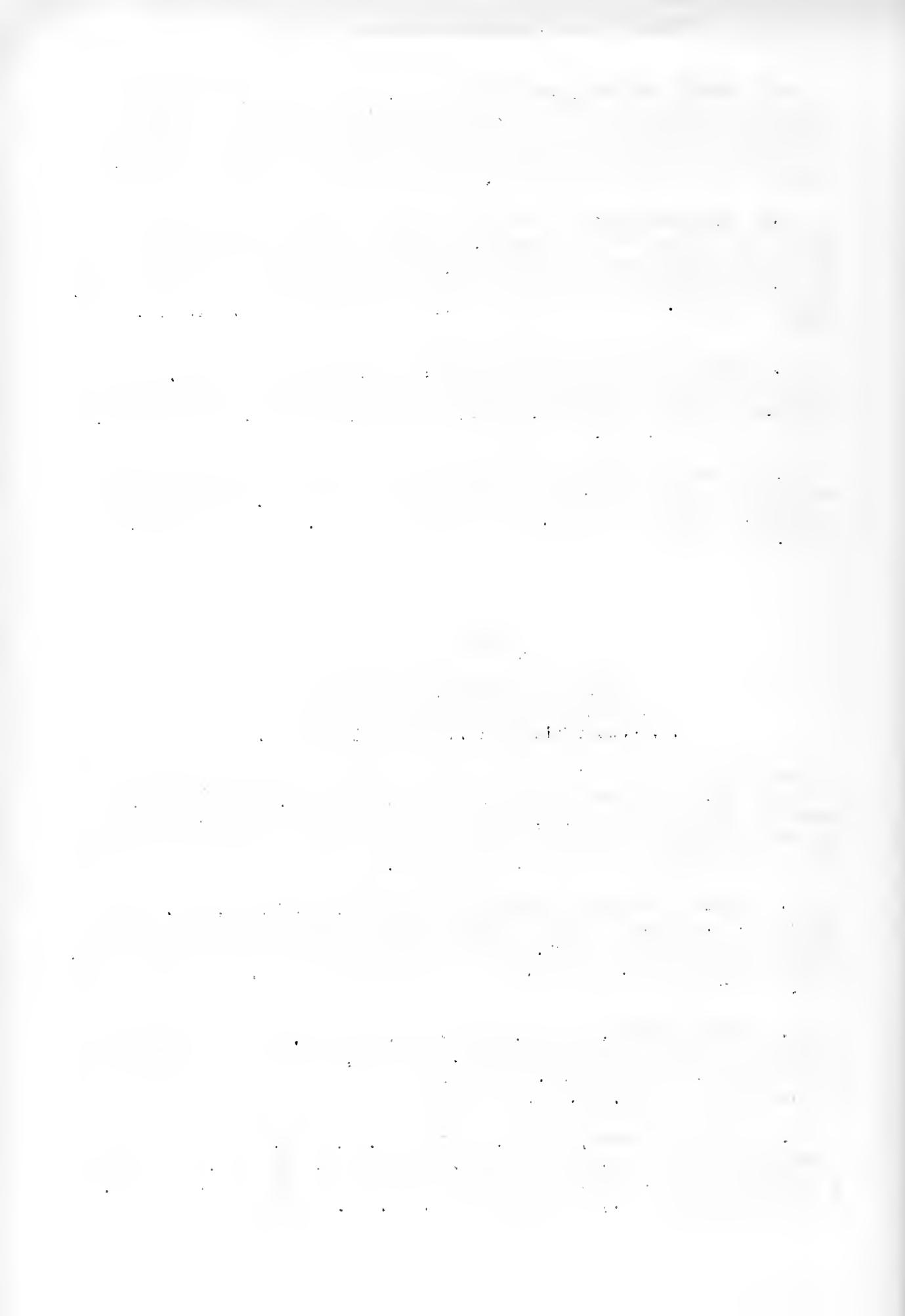
#### NATIONAL REEMPLOYMENT SERVICE OFFICE OF THE DISTRICT MANAGER U.S. Post Office Bldg., 47 Washington St.

This office was established in 1933 to serve the city of Quincy and towns of Avon, Braintree, Cohasset, Hingham, Holbrook, Hull, Milton, Randolph, Stoughton, Weymouth, and to facilitate the work of the Massachusetts Employment Service in these towns. Reports are sent to National Reemployment Service headquarters in Boston.

427. WEEKLY REPORTS OF ACTIVITIES OF EMPLOYMENT OFFICES, Jan. 31, 1933 - Feb. 4, 1934. Reports compiled during existence of CWA showing number of applicants for work, number placed, and locations of placements. Filed chronologically. (Never.) 8 x 11 envelopes, 2 in., on wooden shelf. R. 11. (347)

428. CORRESPONDENCE, June 1, 1933 - Feb. 1, 1934. Concerning CWA projects and relating to administrative affairs, accounts, determination of labor rates, and schedules. (Never.) 8 x 10 $\frac{1}{2}$  bundles and loose sheets, 9 in., on wooden shelf. R. 11. (337)

429. CWA REQUISITIONS, June 1, 1933 - Feb. 1, 1934. Requisitions under CWA showing names of applicants, contractors, projects, numbers of projects, and dates. Filed geographically and alphabetically. (Never.) 9 x 11 $\frac{1}{2}$  packages, 5 in., on wooden shelf. R. 11. (284)



430. REPORTS, REQUISITIONS, RECORDS OF IEN, AND DATES OF TERMINATION, June 1, 1933 - Feb. 4, 1934. Records concerning activities in connection with CWA; miscellaneous reports and requisitions. Filed chronologically. (Never.) 8 x 11 bundle, 6 in., on wooden shelf. R. 11. (317)

431. DAILY TALLY SHEETS, June 1, 1933 - June 30, 1934. USES Forms 303A, records compiled during existence of CWA, showing dates, divisions, industrial classifications, names of interviewers, applications, permanent and temporary placements. Filed chronologically. (Never.)  $8\frac{1}{2}$  x  $10\frac{1}{2}$  bundles, 3 in., on wooden shelf. R. 11. (285)

432. CWA ASSIGNMENT AND IDENTIFICATION CARDS, June 30, 1933 - June 30, 1934. Showing name of each applicant, his classification and occupation, place and date assigned to work. Filed geographically. (Occasionally, official.)  $5\frac{1}{2}$  x  $6\frac{1}{2}$  cards, 2 ft. 2 in., on wooden shelf and in pasteboard box. R. 11. (340)

433. WOMEN'S REGISTRATION CARDS, ACTIVE, Aug. 25, 1933 to date. USES Forms 310, 311, and 312 showing names and addresses of registrants, heights, weights, physical descriptions, employment records, nationalities, trades or professions, and ability ratings. Filed geographically and alphabetically. Index. (Weekly, official.) 5 x 8 cards, 13 ft. 5 in., in 12 pasteboard containers on wooden table. R. 202. (244)

434. WOMEN'S REGISTRATION CARDS, INACTIVE, Aug. 25, 1933 to date. USES Forms 310, 311, and 312 showing names and addresses of registrants, heights, weights, physical descriptions, employment records, nationalities, trades or professions, and ability ratings. Filed geographically and alphabetically. Index. (Weekly, official.) 5 x 8 cards, 9 in., in pasteboard container on wooden shelf. R. 202. (246)

435. CANCELLATION, DEAD FILE, Nov. 6, 1933 to date. NRS Forms 1 and 2, record of cases made ineligible by the securing of employment, change in relief status, change of residence, or death. Filed alphabetically. Index. (Daily, official.) 5 x 8 cards, 5 ft. 1 in., in 2 cardboard containers on wooden shelf. R. 202. (292)

436. APPLICANTS' IDENTIFICATION CARDS, Nov. 25, 1933 to date. USES Forms 350 listing names of applicants, identification numbers, addresses, ages, heights, weights, employment classifications, registration dates, signatures of applicants and interviewers. Filed geographically and alphabetically. Index. (Daily, official.) 3 x 5 cards, 8 ft., in 2 pasteboard containers and in 6 pasteboard drawers on wooden table. R. 202. (243)

437. CERTIFICATIONS OF ELIGIBILITY, Nov. 25, 1933 to date. FERA Forms 600 and 602 showing names of certified persons, case numbers, relief districts, addresses, telephone numbers, marital status, and dependents. Filed alphabetically. Index. (Daily, official.) 5 x 8 loose sheets, 6 ft. 10 in., in pasteboard box, in wooden drawer and in 5 metal drawers on wooden table. R. 202. (271)





438. CORRESPONDENCE, Nov. 25, 1933 to date. Relating to labor unions, office supplies, contracts, and affidavits; also, communications with contractors and WPA and NRS offices. Filed by subject. (Daily, official.) 9 x 12 envelopes and  $9\frac{1}{2}$  x 12 folders, 3 ft. 7 in., in 3 drawers of metal filing case. R. 202. (318)

439. GENERAL OPENING CARDS, Nov. 25, 1933 to date. USES Forms 315, employment records showing names of employers or firms, addresses, telephone numbers; duties of positions; education, experience, personality, physical and other requirements; placement and referral records. Filed alphabetically. (Daily, official.) 4 x 6 cards, 10 in., in pasteboard container on wooden shelf. R. 202. (248)

440. MEN'S REGISTRATION CARDS, Nov. 25, 1933 to date. USES Forms 310, 311, and 312 showing names of applicants, work qualifications, occupational classifications, addresses, telephone numbers; heights, weights, ages, and physical condition; and employment records. Filed geographically and alphabetically. Index. (Daily, official.) 5 x 8 cards, 15 ft. 2 in., in 9 pasteboard containers and in 5 metal drawers on wooden shelf. R. 202. (245)

441. NOTICES OF PLACEMENT, Nov. 25, 1933 to date. USES Forms 340 showing names and addresses of applicants, relief case numbers, occupations, rates of pay, and names of employers. Filed alphabetically. (Daily, official.) 4 x 6 cards, 3 in., in pasteboard box. R. 202. (295)

442. REFERRALS, Nov. 25, 1933 to date. USES Forms 320 showing names of contractors, number of men requisitioned, names, addresses, and ages of men referred, locations and numbers of projects. Filed geographically and alphabetically. 9 x 12 vol. index, 3 in. (Daily, official.)  $9\frac{1}{2}$  x 12 folders and 3 x 5 cards, 7 ft. 11 in., in drawer of metal filing case and in 7 pasteboard containers on top of filing case. R. 202. (297)

443. PWA REQUISITIONS, Nov. 25, 1933 to date. WPA Forms 401, requisitions for employees on PWA projects, showing names of contractors, locations and numbers of projects, number of men requisitioned, occupations, and employees' signatures. Filed geographically and alphabetically. (Daily, official.)  $9\frac{1}{2}$  x 12 folders, 10 in., in drawer of metal filing case. R. 202. (319)

444. RECORD CARDS, Nov. 25, 1933 to date. USES Forms 321, guide records, showing names of registrants, occupational classifications, telephone numbers, and addresses. Filed alphabetically. (Daily, official.) 3 x 5 cards, 27 ft. 3 in., in 8 drawers of wooden card cabinets and in 4 pasteboard containers on top of wooden table. R. 202. (320)

445. WPA REQUISITIONS, Nov. 25, 1933 to date. WPA Forms 401, requisitions for employees on WPA projects; showing locations, descriptions and numbers of projects; number of workers requisitioned, occupations, rates of pay, names of foremen; and signatures of persons assigned. Filed geographically and alphabetically. (Daily, official.)  $9\frac{1}{2}$  x 12 folders, 9 in., in drawer of metal filing case. R. 202. (348)



446. SUMMARIES OF DAILY ACTIVITIES, Jan. 31, 1935 to date. USES Forms 302 showing dates, balances of active openings, veterans' activities, and daily applications. Filed chronologically and geographically. (Daily, official.) 9 x 10 $\frac{1}{2}$  loose sheets, 11 in., in drawer of metal filing case. R. 202. (326)

447. DAILY REPORTS OF OPENINGS AND PLACEMENTS, Jan. 31, 1935 to date. USES Forms 301, statistical reports showing names of interviewers and employers; applicants' identification numbers, code numbers, sexes, years of birth; and wages. Filed chronologically. (Daily, official.) 9 x 10 $\frac{1}{2}$  loose sheets, 3 in., in drawer of metal filing case. R. 202. (291)

448. DAILY REPORTS OF APPLICATIONS, Jan. 31, 1935 to date. USES Forms 300 showing applicants' identification numbers, code numbers, sexes, years of birth, color, occupational classifications; rates and amounts of wages, and hours. Filed chronologically and geographically. (Daily, official.) 9 x 10 $\frac{1}{2}$  sheets, 1 $\frac{1}{2}$  in., in drawer of metal filing case. R. 202. (290)

449. REASSIGNMENT SLIPS, July 1, 1935 to date. WPA Forms 402 showing employees' names and addresses, dates, case numbers, old and new project numbers, names of assignment officers, and occupational classifications. Filed alphabetically. (Daily, official.) 4 x 6 loose sheets, 5 ft. 8 in., in 6 cardboard containers on wooden table. R. 202. (350)

450. NOTICE OF CHANGE IN WORK STATUS, July 1, 1935 to date. WPA Forms 403, termination of employment notice, issued when employee secures other employment, and is discharged or ill. Filed geographically. (Daily, official.) 4 x 6 loose sheets, 10 in., in 2 cardboard containers on wooden shelf. R. 202. (349)

451. RECLASSIFICATION SLIPS, July 1, 1935 to date. WPA Forms 404 showing names and addresses of workers, new classifications, and status. Filed geographically and alphabetically. (Daily, official.) 4 x 6 loose sheets, 5 in., in cardboard container on wooden shelf. R. 202. (294)

#### SALEM

NATIONAL REEMPLOYMENT SERVICE  
OFFICE OF THE DISTRICT MANAGER  
U.S. Post Office Bldg., Margin St.

This office was established in 1933 to serve the city of Salem and to cooperate with the Massachusetts Employment Service in this city. Reports are sent to National Reemployment Service headquarters in Boston.



452. REGISTRATION CARDS, Nov. 1935 to date. USES Forms 310, 311, and 312 showing names and addresses of applicants, occupational classifications, physical descriptions, marital status, number of dependents, past employment records, educational histories, placement and referral records. Filed alphabetically. 3 x 5 card index, 5 ft. 8 in. (Daily, official.) 5 x 8 cards, 5 ft. 6 in., in 5 pasteboard boxes. Rs. 205 and 207. (410)

453. GENERAL CORRESPONDENCE, Jan. 1935 to date. Filed chronologically. (Occasionally, official.) 8 x 10 $\frac{1}{2}$  papers, 3 in., in drawer of wooden desk. Rs. 205 and 207. (408)

454. CERTIFICATION OF ELIGIBILITY, June 1935 to date. FERA Forms 600 showing names of applicants, telephone and case numbers, addresses, physical descriptions, relief districts, counties, nationalities, dates of certifications, marital status, number of dependents and their relationship to heads of families, priority rankings, comments, and signatures of applicants and interviewers (triplicates). Filed alphabetically. (Daily, official.) 5 x 8 paper slips, 2 ft., in 3 pasteboard boxes. Rs. 205 and 207. (411)

455. APPLICANTS' IDENTIFICATION CARDS, Oct. 1935 to date. USES Forms 350, identification and certification of registrations of applicants with the NRS local relief agency and WPA: identification numbers, names and addresses of applicants; physical descriptions, occupational classifications, registration dates, renewals, and signatures of applicants and interviewers (duplicates). Filed chronologically. (Daily, official.) 3 x 5 cards, 3 ft. 2 $\frac{1}{2}$  in., in 3 wooden boxes. Rs. 205 and 207. (406)

456. REASSIGNMENT SLIPS, Nov. 1935 to date. WPA Forms 402, reassignments of employees, showing names, addresses, identification and case numbers, occupations of applicants, dates, and new and old project numbers (5 copies). Filed alphabetically. (Daily, official.) 4 x 6 paper slips, 10 in., in 2 pasteboard boxes. Rs. 205 and 207. (409)

457. NOTICE OF CHANGE IN WORK STATUS, Dec. 1935 to date. WPA Forms 403, notices of terminations of employment, showing names, addresses, identification and case numbers of employees, dates, and reasons for terminations. Filed alphabetically. (Daily, official.) 4 x 6 papers, 1 $\frac{1}{2}$  in., in pasteboard box. Rs. 205 and 207. (407)

#### SOMERVILLE

NATIONAL REEMPLOYMENT SERVICE  
OFFICE OF THE DISTRICT MANAGER  
U.S. Post Office Bldg., Union Sq.

This office was established in September 1933 in the Police Station, 50 Bow Street, to serve the city of Somerville and facilitate the work



of the Massachusetts Employment Service in this city. On June 2, 1936, the office was moved to its present location. Reports are sent to the National Reemployment Service headquarters, Boston.

458. MALE REGISTRATIONS, ACTIVE, Sept. 4, 1933 to date. USES Forms 310, 311, and 312 showing names and addresses, occupational classifications, physical descriptions, marital status, number of dependents, past employment records, educational histories, placement and referral records of applicants. Filed numerically. Index. (Daily, official.) 5 x 8 cards, 7 ft. 1 in., in 3 drawers of metal card cabinet. SW. room, basement. (4)

459. FEMALE REGISTRATIONS, ACTIVE, Sept. 4, 1933 to date. USES Forms 310, 311, and 312 showing applicants' names and addresses, occupational classifications, physical descriptions, marital status, number of dependents, past employment records, educational histories, and placement and referral records. Filed numerically. Index. (Daily, official.) 5 x 8 cards, 3 ft. 4 in., in drawer of metal card cabinet. SW. room, basement. (5)

460. MALE REGISTRATIONS, INACTIVE, Sept. 4, 1933 to date. USES Forms 310, 311, and 312 showing names and addresses, occupational classifications, physical descriptions, marital status, number of dependents, past employment records, educational histories, placement and referral records of applicants. Filed numerically. Index. (Seldom, official.) 5 x 8 cards, 8 ft., in 8 drawers of metal card cabinet. SW. room, basement. (3)

461. FEMALE REGISTRATIONS, INACTIVE, Sept. 4, 1933 to date. USES Forms 310, 311, and 312 showing applicants' names and addresses, occupational classifications, physical descriptions, marital status, number of dependents, past employment records, educational histories, and placement and referral records. Filed numerically. Index. (Seldom, official.) 5 x 8 cards, 2 ft. 1 in., in drawer of metal card cabinet. SW. room, basement. (2)

462. REQUISITIONS FOR HELP, Mar. 18, 1934 to date. By private firms, showing names and addresses of firms, positions open, wages, duties; also, names of applicants for employment, dates referred, results of interviews. Filed alphabetically. (Weekly, official.) 4 x 6 cards, 8 in., in drawer of steel card cabinet. SW. room, basement. (36)

463. OUTSIDE APPLICATIONS, Sept. 1, 1934 - July 1, 1936. Record of applicants obtaining work in other cities, mostly Malden and Medford. Filed chronologically. (Daily, official.) 5 x 8 cards, 8 in., in drawer of metal card cabinet. SW. room, basement. (9)

464. IDENTIFICATION CARDS, July 1, 1935 to date. USES Forms 350 showing identification numbers, names, addresses, and physical descriptions of applicants, occupational classifications, registration dates, and signatures of applicants and interviewers (duplicates). Filed numerically. (Daily, official.) 3 x 5 cards, 3 ft. 6 in., in 4 drawers of steel card cabinet. SW. room, basement. (38)





465. ASSIGNMENT SLIPS, Aug. 20, 1935 to date. USES Forms 325 showing names, identification numbers of applicants, numbers and locations of WPA projects (duplicates). Filed alphabetically. (Daily, official.) 4 x 6 papers, 1 ft. 1 in., in drawer of steel card cabinet. SW. room, basement. (40)

466. REASSIGNMENT SLIPS, Aug. 20, 1935 to date. WPA Forms 402 showing names and addresses of applicants, identification and case numbers, and occupations; dates, and old and new project numbers. Filed numerically. (Daily, official.) 4 x 6 papers, 1 ft. 2 in., in drawer of metal card cabinet. SW. room, basement. (39)

467. NOTICE OF TERMINATION OF EMPLOYMENT, Aug. 23, 1935 to date. WPA Forms 403 showing names and addresses of employees, identification and case numbers, dates, and reasons for terminations. Filed alphabetically. (Daily, official.) 4 x 6 papers, 1 ft. 4 in., in drawer of steel card cabinet. SW. room, basement. (37)

468. RECLASSIFICATION SLIPS, Aug. 28, 1935 to date. WPA Forms 404 showing changes of occupational status on the same project, names and addresses of employees, new classifications, dates effective, project numbers, and locations. Filed alphabetically. (Daily, official.) 4 x 6 papers, 1 ft. 6 in., in drawer of steel card cabinet. SW. room, basement. (41)

469. CERTIFICATION OF ELIGIBILITY, Sept. 1, 1935 to date. FERA Forms 600, certification of eligibility, and FERA Forms 601, notices of case changes; showing applicants' names, case numbers, addresses, physical descriptions, relief districts, counties, nationalities, dates of certification, marital status, number of dependents and their relationship to head of family, priority rankings, comments, and signatures of applicants and interviewers (triplicates). Filed alphabetically. (Daily, official.) 5 x 8 papers, 4 ft. 10 in., in 4 drawers of metal card cabinet. SW. room, basement. (8)

470. GENERAL CORRESPONDENCE, Sept. 1, 1935 to date. Letters to and from headquarters and applicants relative to daily, weekly, and monthly reports, placements, vacancies, and changes in classification of personnel. Filed by subject. (Daily, official.) 9 x 12 folders, 4 ft., in 2 drawers of metal filing case. SW. room, basement. (1)

#### SPRINGFIELD

MASSACHUSETTS STATE EMPLOYMENT SERVICE  
City Realty Bldg., 145 State St.

This office was established in June 1933 as one of eight Massachusetts State Employment Service offices affiliated with the National Reemployment Service under the provisions of the Wagner-Peyser Act of June 6, 1933. It then was located in the Myrick Building, Worthington Street,



and was moved to its present quarters in March 1936. It has operated independently as a State office since September 4, 1907, but only National Reemployment Service records were surveyed.

471. MISCELLANEOUS FILE, Jan. 1, 1930 to date. Correspondence, field visit reports, and statistical information concerning office activities. Filed by subject. (Daily, official.) 9 x 12 folders, 5 ft., in 4 drawers of steel filing case. Lobby. (1273)

472. FEMALE REGISTRATIONS, SHOP WORK, Nov. 1, 1933 to date. USES Forms 310, registrations of women applicants for shop work, showing names of registrants, addresses, physical descriptions, education, marital status, number of dependents, placement and referral records. Filed alphabetically. Index. (Daily, official.) 5 x 8 cards, 3 ft., in 3 steel card trays on desk. R. 410. (1274)

473. FEMALE REGISTRATIONS, HOTEL AND DOMESTIC SERVICE, Nov. 1, 1933 to date. USES Forms 312, registrations of women applicants for hotel and domestic service, showing names of registrants, addresses, physical descriptions, education, marital status, number of dependents, placement and referral records. Filed alphabetically. Index. (Daily, official.) 5 x 8 cards, 4 ft., in 4 steel card trays on desk. R. 411. (1271)

474. REGISTRATION CARDS, FARM LABOR, Nov. 1, 1933 to date. USES Forms 326, showing registrants' names, addresses, physical descriptions, marital status, number of dependents, and placement and referral records. Filed alphabetically. Index. (Daily, official.) 5 x 8 cards, 2 ft., in 2 steel file drawers kept in desk. R. 410. (1272)

475. REGISTRATION CARDS, DOMESTIC AND SERVICE REGISTRATION, Mar. 1934 to date. USES Forms 312, showing registrants' names, addresses, physical descriptions, marital status, number of dependents, education, and placement and referral records. Filed alphabetically. Index. (Daily, official.) 5 x 8 cards, 13 ft., in 13 steel file trays. R. 412. (2161)

476. REGISTRATION CARDS, INDUSTRIAL, Nov. 1, 1934 to date. USES Forms 310, skilled and industrial registrations, showing names of registrants, addresses, physical descriptions, marital status, number of dependents, education, placement and referral records. Filed alphabetically. Index. (Daily, official.) 5 x 8 cards, 5 ft., in 5 steel card trays on desk top. R. 411. (1275)

477. REGISTRATION CARDS, Nov. 1, 1935 to date. USES Forms 310, for applicants for employment in Hampden County exclusive of Springfield, showing names of registrants, addresses, education, physical descriptions; marital status, number of dependents; placement and referral records. Filed alphabetically. Index. (Daily, official.) 5 x 8 cards, 9 ft., in 9 drawers of steel filing cases. R. 414. (1262)

478. DAILY REPORTS, Nov. 1, 1935 to date. USES Forms 302 record of office activities. Filed chronologically. (Daily, official.) 5 x 8 sheets, 3 in., in wooden box on desk. R. 414. (1264)



479. CERTIFICATION OF ELIGIBILITY, Nov. 1, 1935 to date. FERA Forms 600, persons certified as eligible for relief employment, showing names and addresses of applicants; education and work histories, occupational classifications; marital status, numbers, names, and relationship of dependents. Filed alphabetically. (Daily, official.) 5 x 8 sheets, 10 ft., in 6 drawers of steel filing cases. Lobby. (1270)

480. APPLICANTS' IDENTIFICATION CARDS, Jan. 1, 1936 to date. USES Forms 350 showing names of applicants, addresses, ages, heights, weights; primary and secondary classifications; registration dates. Filed numerically. (Daily, official.) 3 x 5 cards, 16 ft., in 16 steel trays on top of cabinet. Lobby. (1269)

481. REGISTRATION CARDS, June 1, 1936 to date. USES Forms 317, registration of males and females between ages of 16 and 21. Filed alphabetically. Index. (Daily, official.) 5 x 8 cards, 1 ft., in steel card tray on desk. R. 414. (1263)

#### TAUNTON

NATIONAL REEMPLOYMENT SERVICE  
OFFICE OF THE DISTRICT MANAGER  
Bristol County Courthouse, Taunton Green

This office was established in November 1935 in the City Hall to serve the city of Taunton and the towns of Attleboro, Berkley, Dighton, Easton, Mansfield, North Attleboro, Norton, Raynham, Rehoboth, Sockonk, and to facilitate the work of the Massachusetts Employment Service in this city and those towns. Reports are sent to National Reemployment Service headquarters in Boston. On November 5, 1954, the office was moved to its present quarters.

482. CROSS INDEX, Nov. 25, 1933 to date. Showing names of applicants, addresses, occupational and secondary classifications, telephone and identification numbers, ages, and sexes. Filed alphabetically. (Daily, official.) 3 x 5 cards, 22 ft., in 14 drawers of wooden card cabinets. R. 17. (11)

483. CERTIFICATES OF ELIGIBILITY TO WORK, Nov. 25, 1933 to date. FERA Forms 600, case histories of applicants eligible for work. Filed alphabetically. (Daily, official.) 5 x 8 papers, 56 ft., in 45 drawers of wooden card cabinets. R. 17. (13)

484. COMPLETION OF TRANSFERS AND REFERRALS, Nov. 25, 1933 to date. NRS Forms M-3, records of transfers of persons from office where registered to order-holding office; NRS Forms M-4, records of completion of transferrals and referrals; NRS Forms M-6, lists of WPA workers referred to contract jobs. Filed chronologically. (Daily, official.) 8½ x 10½ papers, 3 ft., in drawer of desk. R. 17a. (14)



485. REGISTRATION CARDS, Nov. 25, 1933 to date. USES Forms 310, 311, and 312 showing case histories of applicants with education, placements, and referrals. Filed alphabetically. (Daily, official.) 5 x 8 cards, 26 ft., in 25 drawers of wooden card cabinets. R. 17. (8)

486. REQUISITION SHEETS FOR WORKERS, Nov. 25, 1933 to date. WPA Forms 401 listing number of workers required, special requirements or qualifications, rates of pay; dates, hours, and places to report. Filed chronologically. (Daily, official.) 9 x 12 papers, 1 ft. 3 in., in drawers of wooden filing case. R. 17. (12)

487. SUPPLEMENTARY REGISTRATION CARDS, Nov. 25, 1933 to date. USES Forms 312 showing case histories of applicants, employment records, educational histories, placement and referral records. Filed alphabetically. (Daily, official.) 5 x 8 cards, 2 ft. 1 in., in 2 drawers of wooden card cabinet. R. 17. (15)

488. TRANSFER OF APPLICANTS, Nov. 25, 1933 to date. Record of men referred to this office and to other offices. Filed chronologically. (Daily, official.) 8 $\frac{1}{2}$  x 10 $\frac{1}{2}$  papers, 1 ft. 2 in., in drawer of desk. R. 17a. (9)

489. APPLICANTS' IDENTIFICATION CARDS, May 10, 1934 to date. USES Forms 350 showing identification numbers of applicants, names, addresses, ages, heights, weights, primary and secondary employment classifications, and dates. Filed alphabetically. (Daily, official.) 3 x 5 cards, 20 ft. 10 in., in 20 drawers of wooden card cabinets. R. 17. (10)

#### WALTHAM

NATIONAL REEMPLOYMENT SERVICE  
OFFICE OF THE DISTRICT MANAGER  
Bemis School Bldg., Orange St.

This office was established in November 1933, to serve the city of Waltham and the towns of Acton, Bedford, Carlisle, Concord, Lincoln, Maynard, Newton, Needham, Sudbury, Watertown, Wellesley, Weston; and to assist the Massachusetts Employment Service in these municipalities. Reports are sent to National Reemployment Service headquarters in Boston.

490. BULLETINS, Nov. 1, 1933 to date. Bulletins from headquarters in Boston and Washington, D.C., relative to office activities. Filed chronologically. (Daily, official.) 9 x 11 papers, 8 in., on filing boards on wall. W. room, 2d floor. (15)

491. CORRESPONDENCE AND MISCELLANEOUS RECORDS, Nov. 1, 1933 to date. Correspondence with headquarters, other districts, and towns and cities in this district, and miscellaneous records. Filed alphabetically. (Daily, official.) 9 x 12 envelopes, 1 ft. 10 in., in drawer of metal filing case. W. room, 2d floor. (20)





492. DAILY AND WEEKLY REPORTS, Nov. 1, 1933 to date. USES Forms 500 and NRS-M7, reports of applications and placements (duplicates). Filed chronologically. (Daily, official.) 9 x 12 envelopes, 3 ft. 2 in., in 2 drawers of metal filing case. W. room, 2d floor. (13)

493. DISTRICT SUPERVISOR'S CORRESPONDENCE, Nov. 1, 1933 to date. Filed alphabetically and chronologically. (Daily, official.) 9 x 12 folders, 1 ft., in drawer of metal filing case. W. room, 2d floor. (13)

494. ELIGIBILITY TO FERA AND WPA, Nov. 1, 1933 to date. FERA Forms 600 (superseded by Mass. WPA Forms 56), certifying eligibility of applicants, showing names, addresses, dependents and relationship, births, sexes, and occupations of applicants. Filed alphabetically. Index. (Daily, official.) 5 x 8 cards, 6 ft., in 4 drawers of wooden card cabinet. W. room, 2d floor. (12)

495. IDENTIFICATION, Nov. 1, 1933 to date. USES Forms 350, identification and certification of registrations of applicants with NRS, local relief agency, and with WPA: identification numbers, names and addresses of applicants, physical descriptions, occupational classifications, registration dates, renewals, and signatures of applicants and interviewers (duplicates). Filed numerically. Index. (Daily, official.) 3 x 5 cards, 8 ft., in 6 drawers of metal card cabinets. W. room, 2d floor. (11)

496. REGISTRATION CARDS, Nov. 1, 1933 to date. USES Forms 310, 311, and 312 showing names and addresses of applicants, occupational classifications, physical descriptions, marital status, number of dependents, past employment records, educational histories, and placement and referral records. Filed alphabetically. 3 x 5 card index, 20 ft. 2 in. (Daily, official.) 5 x 8 cards, 25 ft. 2 in., in 22 drawers of wooden and metal card cabinets. W. room, 2d floor. (4)

497. REFERRAL AND REASSIGNMENT SLIPS, Nov. 1, 1933 to date. USES Forms 325 (superseded by WPA Forms 402), showing names and addresses of applicants, identification and case numbers, occupations, dates, and new and old project numbers (duplicates). Filed alphabetically and numerically. Index. (Daily, official.) 4 x 6 papers, 6 ft. 9 in., in 6 drawers of metal and wooden card cabinets. W. room, 2d floor. (14)

498. REQUISITIONS, Nov. 1, 1933 to date. WPA Forms 401, numbers and locations of projects, occupational titles, wage classes and rates, sex and number of workers wanted, places, dates, and hours to report, and signatures of foremen and requisitioning officers. Filed alphabetically and numerically. Index. (Daily, official.) 9 x 12 folders, 1 ft. 4 in., in drawer of metal filing case. W. room, 2d floor. (16)



499. MISCELLANEOUS FORMS, Dec. 1, 1930 to date. NRS Forms M3, assignments of applicants to projects; NRS Forms M4, referrals of workers from one office to another; NRS Forms M6, union and nonunion workers assigned to WPA projects and reporting to WPA headquarters; USES Forms 371, notifications of referrals on nonrelief; and USES Forms 302, summaries of activities. Variouslly filed. (Daily, official.) 9 x 12 folders, 3 ft., in 2 drawers of metal filing case. W. room, 2d floor. (17)

500. REINTERVIEW PROGRAM, Oct. 24, 1936 to date. USES Forms 310, 311, and 312, registration of men and women seeking all types of employment, showing names and addresses of applicants, occupational classifications, physical descriptions, marital status, number of dependents, past employment records, educational histories, placement and referral records. Filed alphabetically and numerically. Index. (Daily, official.) 5 x 8 cards, 2 ft., in 2 cardboard drawers of card cabinet. W. room, 2d floor. (19)

501. PENDING FILE, Nov. 1, 1936 to date. USES Forms 310, 311, and 312, original registration cards of men and women seeking all types of employment, showing names and addresses of applicants, occupational classifications, physical descriptions, marital status, number of dependents, past employment records, educational histories, and placement and referral records. Filed alphabetically. (Daily, official.) 5 x 8 cards, 1 1/2 in., in drawer of metal card cabinet. W. room, 2d floor. (10)

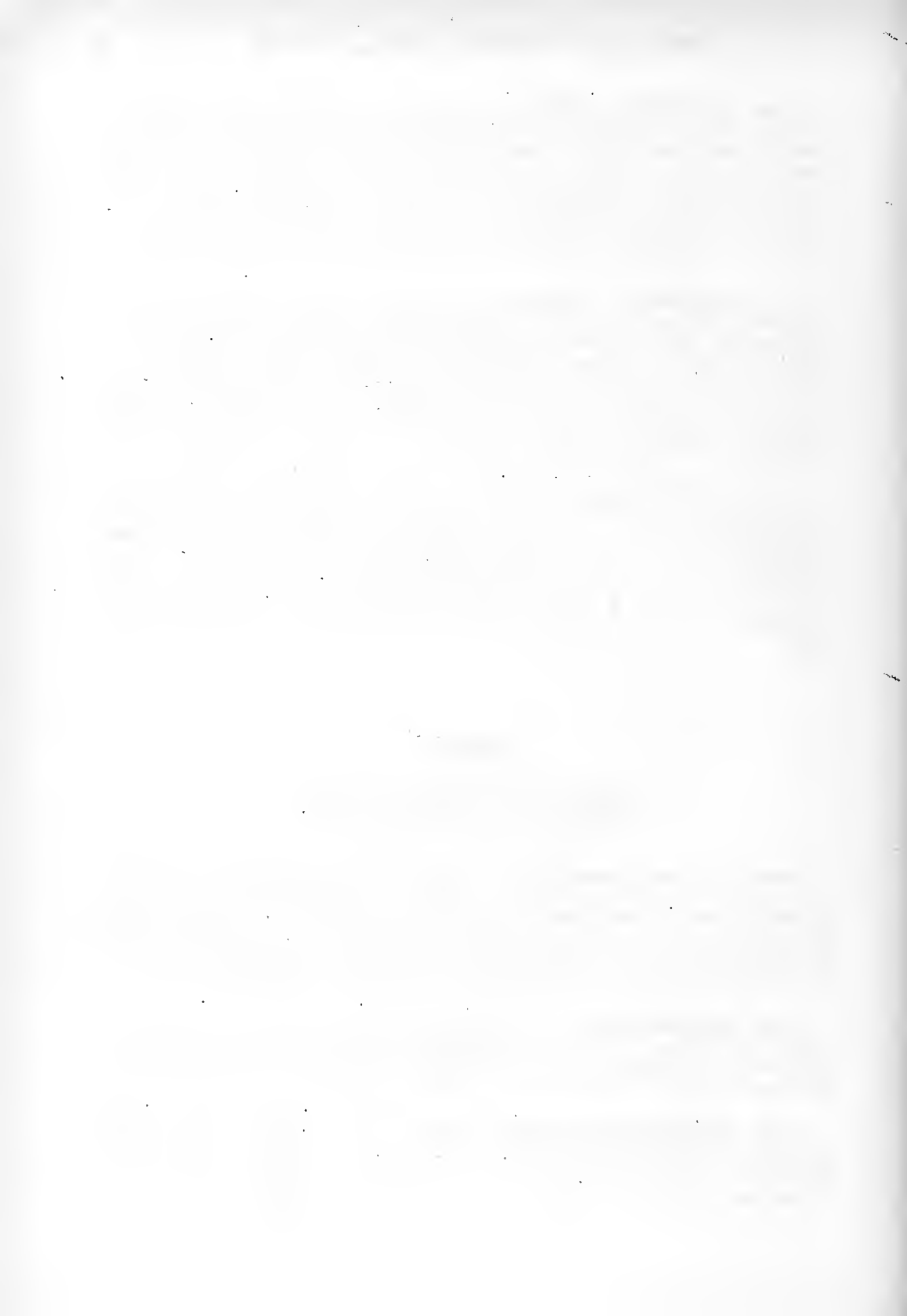
#### WESTFIELD

##### NATIONAL REEMPLOYMENT SERVICE OFFICE OF THE DISTRICT MANAGER City Hall, Broad St.

This office was established in 1933 to serve the city of Westfield and towns of Blandford, Chester, Granville, Montgomery, Russell, Southwick, and Tolland, and to facilitate the work of the Massachusetts Employment Service in this city and these towns. The earliest record is dated July 7, 1925; apparently the National Reemployment Service succeeded an already existing public employment service.

502. CORRESPONDENCE, OFFICIAL, Jan. 7, 1925 - Dec. 30, 1928. Copies of outgoing official correspondence between manager and State director of employment. Filed chronologically. (Never.) 9 x 11 folders, 2 ft., in drawer of filing case. Employment Office. (96)

503. CORRESPONDENCE, MISCELLANEOUS, Mar. 7, 1926 - Feb. 13, 1930. Personal incoming correspondence of manager. Filed chronologically. (Never.) 9 x 11 folders, 1 ft. 6 in., in drawer of filing case. Employment Office. (105)



504. CORRESPONDENCE, Jan. 29, 1929 to date. Incoming correspondence pertaining to work and work projects. Filed chronologically. (Daily, official.) 8 x 10 loose sheets, 2 ft. 6 in., in 10 pasteboard boxes. Employment Office. (7)

505. RECORDS, Feb. 5, 1929 - Dec. 30, 1933. Records of applications. Filed alphabetically. (Never.) 5 x 8 cards, 6 in., in drawer of metal card cabinet. Employment Office. (9)

506. PERSONAL CORRESPONDENCE, Apr. 23, 1932 - Jan. 15, 1933. Duplicates of outgoing correspondence from local reemployment superintendent to State director of employment. Filed chronologically. (Never.) 9 x 11 folders, 3 in., in pasteboard box. Employment Office. (120)

507. REGISTRATIONS, Jan. 15 - Dec. 14, 1933. Data concerning applicants seeking employment. Filed chronologically. (Never.) 8 x 10 papers, 3 in., in pasteboard box. Employment Office. (104)

508. IDENTIFICATION CARDS, Dec. 13, 1933 to date. USES Forms 350 showing applicants' names, addresses, ages, and occupational classifications. Filed numerically. (Daily, official.) 3 x 5 cards, 2 ft., in 3 drawers of card cabinet. Employment Office. (127)

509. ANNUAL REPORTS, Jan. 1, 1934 - Dec. 30, 1935. Reports on activities of workers on projects. Filed chronologically. (Never.) 8 x 10 papers, 3 in., in pasteboard box. Employment Office. (125)

510. DEAD FILES, Jan. 1, 1934 to date. Record of terminations of employment of project workers. Filed alphabetically. (Never.) 5 x 8 cards, 3 ft. 6 in., in drawer of metal filing case. Employment Office. (10)

511. OLD REPORTS, Jan. 15 - Nov. 7, 1934. USES Forms 303-B, daily tally sheets listing various statistical data. Filed chronologically. (Never.) 8 x 10 papers, 3 in., in pasteboard box. Employment Office. (126)

512. DECEASED WORKERS, Mar. 22, 1934 to date. Records pertaining to workers who died during period of employment on work projects. Filed chronologically. (Never.) 5 x 8 cards, 2 in., in drawer of card cabinet. Employment Office. (111)

513. REASSIGNMENTS, Feb. 3, 1935 to date. Records pertaining to transfers of workers employed on projects. Filed alphabetically. (Never.) 4 x 6 papers, 1 ft. 4 in., in wooden box. Employment Office. (3)

514. WOMEN EMPLOYEES, Apr. 4, 1935 to date. Records of women employed on work projects; also, outline of their duties. Filed alphabetically. (Daily, official.) 4 x 6 papers, 1 ft. 4 in., in drawer of metal card cabinet. Employment Office. (5)



515. EMPLOYMENT RECORDS, May 31 - Nov. 30, 1935. USES Forms 310, records of men employed on bond issue. Filed alphabetically. (Never.) 5 x 8 cards, 3 in., in drawer of card cabinet. Employment Office. (112)

516. OPENINGS AND PLACEMENTS, July 1 - Nov. 16, 1935. USES Forms 301, daily reports on openings and placements. Filed chronologically. (Never.) 8 x 10 papers, 3 in., in pasteboard box. Employment Office. (124)

517. MEMORANDA, July 6 - Nov. 7, 1935. Requisitions of contractors for workers on highway construction. Filed chronologically. (Never.) 8 x 10 bundle, 7 in., on floor. Employment Office. (123)

518. REFERRAL CARDS, July 19 - Nov. 25, 1935. USES Forms 320, introductions of applicants to prospective employers. Filed alphabetically. (Never.) 3 x 5 cards, 6 in., in drawer of card cabinet. Employment Office. (114)

519. CERTIFICATIONS, Sept. 1, 1935 to date. FERA Forms 600, information determining eligibility of applicants. Filed alphabetically. (Never.) 5 x 8 cards, 8 in., in 2 drawers of card cabinet. Employment Office. (128)

520. DUPLICATES, Sept. 6 - Oct. 24, 1935. Notices of transfers or changes in work status. Filed chronologically. (Never.) 6 x 8 papers, 2 in., in wooden box. Employment Office. (108)

521. PLACEMENT OR REFERRAL CARDS, Sept. 6, 1935 to date. Showing dates referred, names of workers, and results of interviews. Filed alphabetically. (Never.) 4 x 6 cards, 1 ft., in drawer of metal card cabinet. Employment Office. (11)

522. REFERENCE CARDS, Sept. 17, 1935 - Jan. 7, 1936. USES Forms 321, applications for employment listing names, addresses, and occupational classifications of applicants; also, used as an index to registration cards. Filed alphabetically. (Never.) 3 x 5 cards, 2 ft., in drawer of card cabinet. Employment Office. (116)

523. DAILY REPORT OF APPLICATIONS, Sept. 13, 1935 to date. USES Forms 300, reports submitted by interviewers relative to applications. Filed chronologically. (Daily, official.) 9 x 11 folders, 1 ft., in drawer of metal filing case. Employment Office. (6)

524. CANCELLATIONS, Sept. 25, 1935 to date. FERA Forms 602, record of cancellations showing causes for discontinuance of relief. Filed alphabetically. (Never.) 5 x 8 cards, 7 in., in drawer of card cabinet. Employment Office. (117)

525. OUT-OF-TOWN WORKERS, Sept. 30, 1935 to date. List of persons certified as eligible for relief by local employment unit and given employment outside the city. Filed alphabetically. (Daily, official.) 5 x 8 cards, 2 ft., in drawer of metal card cabinet. Employment Office. (4)





526. CERTIFICATIONS, Oct. 6, 1935 to date. USES Forms 312, records of men and women certified for employment on WPA projects. Filed alphabetically. (Daily, official.) 5 x 8 cards, 4 ft., in 2 drawers of metal card cabinet. Employment Office. (8)

527. BOND ISSUE CARDS, Oct. 16, 1935 - June 24, 1936. USES Forms 320, introductions of applicants to prospective employers, showing results of interviews. Filed geographically. (Never.) 3 x 5 cards, 6 in., in drawer of card cabinet. Employment Office. (110)

528. OUTSIDE CHANGES, Oct. 16, 1935 - July 9, 1936. Work changes on projects outside Westfield. Filed chronologically. (Never.) 4 x 6 papers, 1 ft., in wooden box. Employment Office. (121)

529. PWA REQUISITIONS, Oct. 17, 1935 to date. WPA Forms 401, records of PWA requisitions. Filed chronologically. (Daily, official.) 8 x 10 papers and folders, 3 in., in pasteboard box. Employment Office (107)

530. REQUISITIONS, Oct. 18 - Oct. 21, 1935. Requisitions from towns bordering Westfield and specifying type and number of employees desired. Filed chronologically. (Daily, official.) 8 x 10 folders and papers, 3 in., in pasteboard box. Employment Office. (106)

531. INVESTIGATIONS, Jan. 2 - Aug. 30, 1936. Information concerning applicants for work relief. Filed chronologically. (Never.) 8 x 10 cards, 6 in., in drawers of filing case. Employment Office. (99)

532. WORK SCHEDULES, Jan. 7 - May 27, 1936. WPA Forms 303, information relative to work schedules, including an analysis of labor. Filed numerically. (Never.) 14 x 16 bundle, 3 in., in drawer of filing case. Employment Office. (115)

533. CONTRACTORS' PWA REQUISITIONS, Jan. 8, 1936 to date. Records of contractors' requisitions for PWA work. Filed chronologically. (Daily, official.) 8 x 10 papers, 6 in., in drawer of filing case. Employment Office. (113)

534. SANATORIUM, Feb. 1, 1936 to date. Information pertaining to men outside of Westfield certified by local office to work in the sanatorium. Filed chronologically. (Daily, official.) 8 x 10 papers, 3 in., in pasteboard box. Employment Office. (100)

535. PROJECT 1155, Feb. 6, 1936 to date. Correspondence pertaining to Sanatorium Project 1155. Filed chronologically. (Daily, official.) 8 x 10 papers, 3 in., in pasteboard box. Employment Office. (101)

536. VERIFICATIONS, Feb. 7, 1936 to date. Record of local workers placed on pay roll by the assignment office. Filed chronologically. (Never.) 4 x 6 papers, 6 in., in drawer of card cabinet. Employment Office. (97)



537. NOTICES, Mar. 2, 1936 to date. NRS Forms 3, notices to applicants to call at local offices to be interviewed relative to employment. Filed chronologically. (Daily, official.) 8 x 10 papers, 3 in., in pasteboard box. Employment Office. (109)

538. REASSIGNMENTS, Mar. 3, 1936 to date. USES Forms 325, transfers of workers from one project to another. Filed chronologically. (Never.) 6 x 8 papers, 6 in., in drawer of filing case. Employment Office. (98)

539. OUTSIDE INVESTIGATIONS, Mar. 30 - June 30, 1936. Information concerning applicants living outside of Westfield seeking PWA employment. Filed chronologically. (Never.) 8 x 10 cards, 6 in., in drawer of filing case. Employment Office. (102)

540. STATE SANATORIUM, Mar. 30 - June 30, 1936. Records of men assigned to work at State sanatorium, showing occupational classification and names of contractors. Filed alphabetically. (Never.) 4 x 6 papers, 4 in., in wooden box. Employment Office. (122)

541. CHANGES IN WORK STATUS, Apr. 7, 1936 to date. WPA Forms 403, terminations of employment. Filed alphabetically. (Daily, official.) 4 x 6 papers, 6 in., in drawer of card cabinet. Employment Office. (118)

542. RECLASSIFICATION SLIPS, June 10, 1936 to date. Forms 404, changes in occupations of employees. Filed alphabetically. (Daily, official.) 4 x 6 papers, 4 in., in drawer of card cabinet. Employment Office. (119)

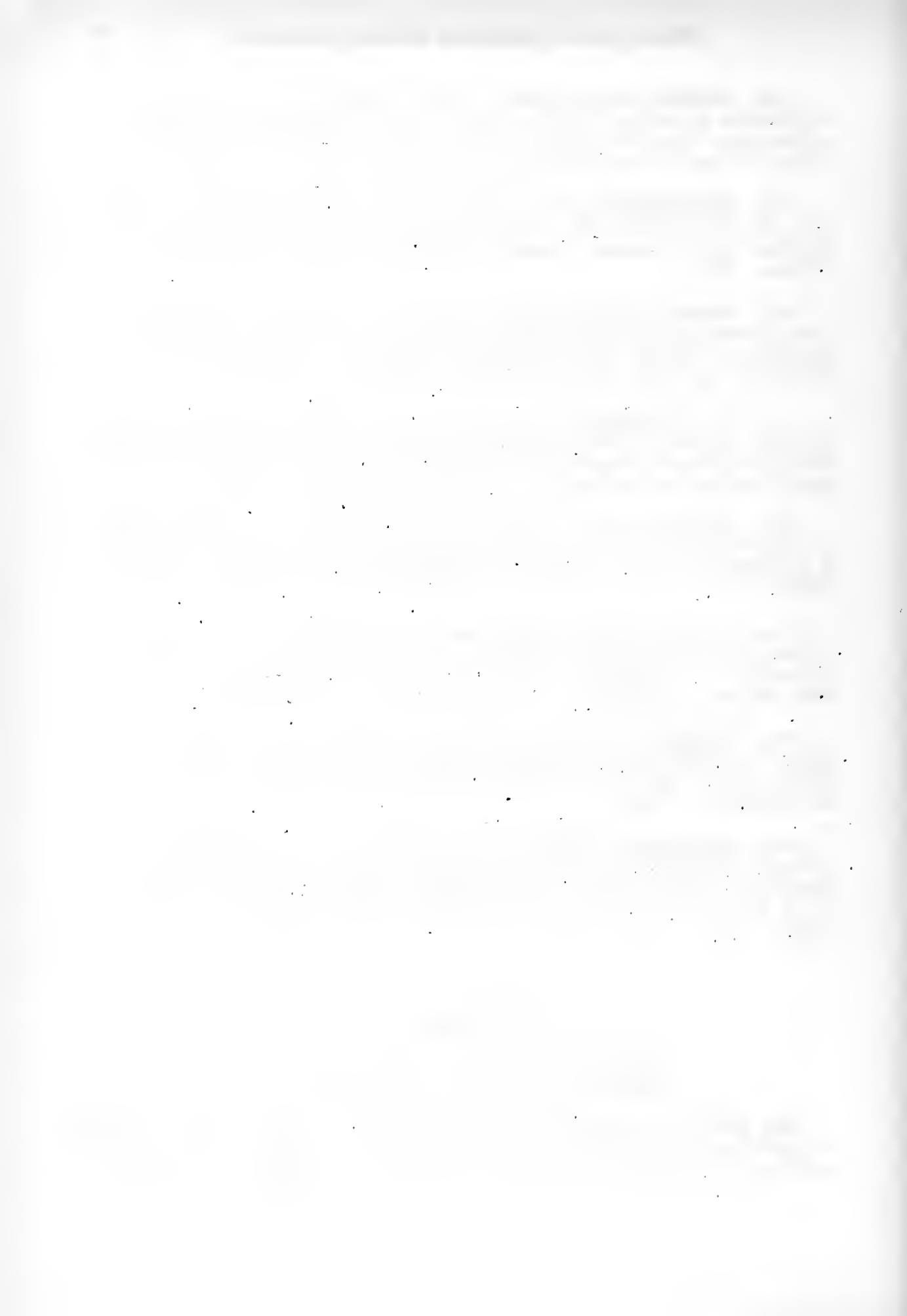
543. MEMORANDA, June 30, 1936 to date. Records pertaining to gypsy and brown-tail moth control work. Filed chronologically. (Daily, official.) 8 x 10 papers, 3 in., in pasteboard box. Employment Office. (105)

544. REASSIGNMENT SLIPS, Sept. 13, 1936 to date. WPA Forms 402, information relative to reassignment of employees to same project or transfer to another one. Filed alphabetically. (Daily, official.) 4 x 6 papers, 3 in., in drawer of card cabinet. Employment Office. (129)

#### WORCESTER

MASSACHUSETTS STATE EMPLOYMENT SERVICE  
Graphic Arts Bldg., 128 Commercial St.

This office, established by the Massachusetts State Employment Service on September 15, 1913, became affiliated with the National Reemployment Service in July 1933. It is one of the eight state offices operating



under the provisions of the Wagner-Peyser Act of June 6, 1933. The office has been moved three times, but it has occupied its present quarters since 1933.

545. EMPLOYERS' ORDERS, Jan. 1932 to date. USES Forms 315, private employers' requisitions for workers, showing names and addresses of firms; number and types of positions open, hours, wages; types of persons wanted; when and where to apply. Filed alphabetically. (Daily, official.) 4 x 6 bundles, 4 ft. 4 in., in pasteboard box. SE. central room, 2d floor. (130)

546. FILE OF SKILLED WORKERS, MALE, Feb. 18, 1932 to date. Males registered and classified as skilled workers. Filed alphabetically. 3 x 5 card index. (Daily, official.) 5 x 8 cards, 22 ft. 2 in., in wooden box. SE. corner room, 1st floor. (136)

547. FILE OF UNSKILLED WORKERS, MALE, Mar. 9, 1933 to date. Males registered as unskilled workers. Filed alphabetically. 3 x 5 card index. (Daily, official.) 5 x 8 cards, 8 ft., in wooden box. SE. corner room, 1st floor. (141)

548. NATIONAL REEMPLOYMENT SERVICE CORRESPONDENCE, May 16, 1933 - Mar. 15, 1936. Concerning office activities, memoranda, circular notices, and letters from headquarters. Filed chronologically. (Monthly, official.) 9 x 12 folders, 1 ft. 8 in., in drawer of wooden filing case. SE. corner room, 1st floor. (133)

549. CERTIFICATION SLIPS, May 1933 to date. FERA Forms 600, names and addresses of applicants, education, personal and work histories; marital status, number of dependents. Filed alphabetically. (Daily, official.) 4 x 6 bundles, 10 ft. 9 in., in 2 wooden and in 3 pasteboard boxes. SE. corner room, 2d floor. (121)

550. REGISTRATION CARDS FOR SOUTHERN SECTION OF WORCESTER COUNTY, Jan. 1, 1934 to date. Includes those on relief seeking employment and those working on WPA. Filed alphabetically. 3 x 5 card index. (Daily, official.) 5 x 8 cards, 4 ft., on open rack. NE. central room, 2d floor. (191)

551. FIELD VISITS TO MANUFACTURING CONCERNS TO SECURE REQUISITIONS FOR PEOPLE REGISTERED, Jan. 1934 to date. Records of visits by personnel to firms to request employment for registrants and to secure requisitions for workers. Filed chronologically. (Weekly, official.) 3 $\frac{1}{2}$  x 5 cards, 3 in., in drawer of wooden card cabinet. SE. central room, 2d floor. (199)

552. GENERAL CORRESPONDENCE, Jan. 1934 to date. Concerning personnel and reports. Filed alphabetically. (Daily, official.) 9 x 12 folders, 4 ft. 3 in., in 3 drawers of wooden filing case. E. central room, 2d floor. (181)



553. REGISTRATION CARDS, Jan. 1934 to date. Registrations for employment; divided into those seeking work, those on relief, and those employed on WPA. Filed alphabetically. 3 x 5 card index. (Daily, official.) 5 x 8 cards, 6 ft., on open rack. NE. central room, 2d floor. (138)

554. REASSIGNMENT SLIPS, Jan. 1934 to date. WPA Forms 402 transferring persons from one project to another and showing names and addresses of workers, rates of pay, old project numbers, new rates of pay, new project numbers. Filed alphabetically. (Daily, official.) 4 x 6 bundles, 5 ft. 6 in., in 3 pasteboard boxes. SE. central room, 2d floor. (126)

555. PENDING FILE OF REQUISITIONS, Jan. 1935 to date. Pending requisitions for males registered for relief employment. Filed alphabetically. (Daily, official.) 5 x 8 bundles, 7 $\frac{1}{2}$  in., in pasteboard box on top of wooden desk. SE. central room, 2d floor. (196)

556. REQUISITIONS, Jan. 1935 to date. Requisitions for workers by private employers. Filed alphabetically. (Daily, official.) 9 x 12 folders, 1 ft. 2 in., in drawer of wooden desk. NE. central room, 2d floor. (190)

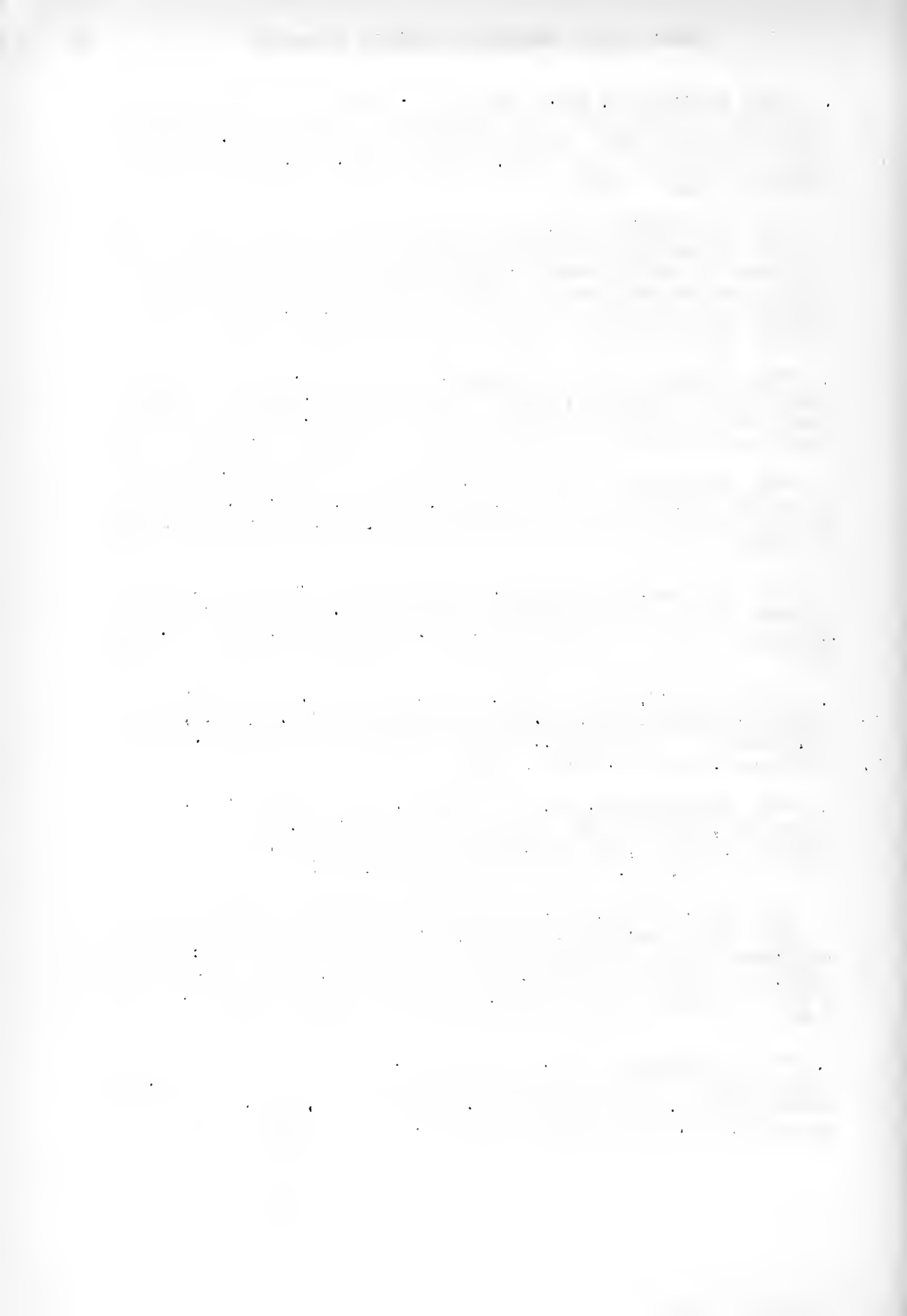
557. WPA CARDS, Jan. 1935 to date. Persons registered for WPA employment. Filed alphabetically. (Daily, official.) 4 x 6 cards, 11 in., in drawer of wooden filing case. SE. central room, 2d floor. (195)

558. CORRESPONDENCE, REPORTS, Nov. 25, 1935 to date. With State director concerning daily reports. Filed chronologically. (Daily, official.) 9 x 12 folders, 2 ft., in drawer of metal filing case. SE. central room, 2d floor. (188)

559. CORRESPONDENCE, Nov. 27, 1935 to date. Copies of letters, clearance orders, and WPA reports concerning this office. Filed chronologically. (Daily, official.) 9 x 12 folders, 6 in., in drawer of metal filing case. SE. central room, 2d floor. (187)

560. DAILY REPORTS, Nov. 27, 1935 to date. USES Forms 300, reports of applications received; USES Forms 301, reports of openings for applicants; USES Forms 302, reports of daily activities of office; all duplicates. Filed chronologically. (Daily, official.) 9 x 12 folders, 4 ft. in drawer of metal filing case. SE. central room, 2d floor. (180)

561. JUNIOR ACTIVE FILE, Apr. 1936 to date. Registrations of youths showing types of employment desired and types for which suited. Filed alphabetically. (Daily, official.) 3 x 5 cards, 1 ft., in pasteboard box. NE. central room, 1st floor. (137)





562. IDENTIFICATION CARDS, May 16, 1936 to date. USES Forms 350 showing persons registered and eligible for relief employment and their names, addresses, ages, heights, and weights; primary and secondary classifications; and registration dates. Filed alphabetically. (Daily, official.) 3 x 5 cards, 14 ft. 2 in., in 10 drawers of wooden card cabinets. SE. corner room, 2d floor. (142)

563. OCCUPATIONAL AND INDUSTRIAL CODE BOOK, no dates. Code book classifying skilled and unskilled occupations. (Daily, official.) 8 x 10 $\frac{3}{4}$  vol., 3 in., in drawer of metal desk. NE. central room, 2d floor. (132)





